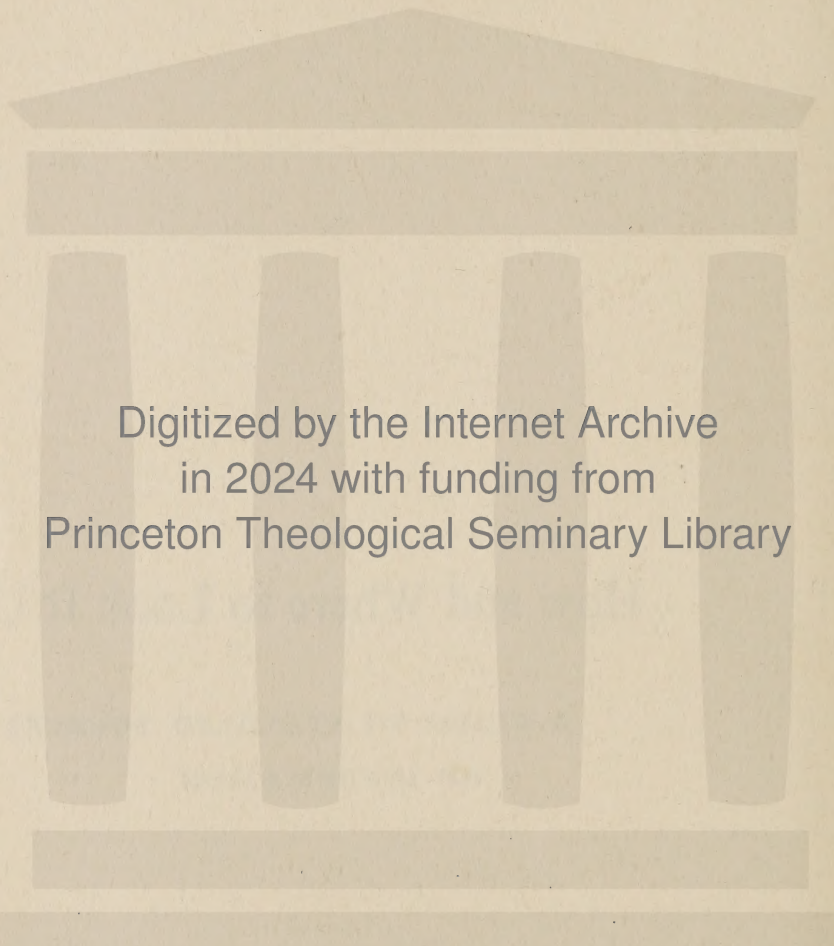
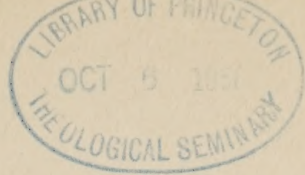


How and Where to Look It Up

**A GUIDE TO STANDARD SOURCES
OF INFORMATION**



Digitized by the Internet Archive
in 2024 with funding from
Princeton Theological Seminary Library



How and Where to Look It Up

A GUIDE TO
STANDARD SOURCES
OF INFORMATION

✓
ROBERT W. MURPHEY

Consultant: Mabel S. Johnson, Director

Fact Research Service, Inc., Chicago

Foreword by LOUIS SHORES

Dean of the Library School

The Florida State University

MCGRAW-HILL BOOK COMPANY, INC.

New York Toronto London

FIRST EDITION

TO

MY WIFE

with thanks for her

patience

and understanding

HOW AND WHERE TO LOOK IT UP

Copyright © 1958 by Robert W. Murphey.
Printed in the United States of America.
All rights reserved. This book or parts
thereof may not be reproduced in any form
without written permission of the publishers.

Library of Congress Catalog Card Number: 58-6692

FOREWORD

Only a reference librarian can appreciate fully what Robert Murphey has accomplished in this book.

He has organized the more important "half of knowledge"—"Knowing where to find it"—so systematically and yet so alluringly, that libraries everywhere are bound to profit from the increased skill and hunger for learning that will be engendered in patrons by these pages.

He has accomplished this by blending all of the previous approaches to reference sources into an educationally sound orientation of the major works of information.

The part on reference method is timely. From intermediate grades through graduate school, education is stressing library use and research technique. Students will find this section suggestive for daily quick preparations as well as for extended term assignments.

Excellent aids to selection and use of basic references will be found in the nine chapters of the second part. Encyclopedias, for example, are major home investments. The householder cannot help being a better consumer after reading Chapter 5 or the other units in this division of the book.

Locating information about persons, places, and things, an avocation that absorbs more of our time than we think—becomes at once simpler and happier through Part III. For accounting or zoos, for hi-fi or knitting, for indeed any of a number of important subjects that interest Americans, there are sources of information that will answer questions for young and old, for tyros and specialists.

The net result for libraries will be a better-informed clientele of users. As more readers know and study this book they will inevitably become better library patrons. This cannot but make for a better informed people. As a consequence Robert Murphey has aided not only the cause of libraries but the very foundation on which real democracy is constructed.

As one who has devoted four decades to librarianship and to helping librarians help readers become better informed, I enthusiastically welcome this book and wish it Godspeed in its significant mission.

Louis Shores

PREFACE

Previously published general guides to reference sources have been designed almost exclusively either to meet the needs of professional librarians or to train prospective reference librarians. These guides have been organized in patterns largely familiar only to the trained librarian and have assumed knowledge that few laymen possess.

The extensive use of reference sources, however, is by no means limited to the librarian. On the contrary, only a small percentage of the reference works published each year are sold to libraries. The remainder are bought for school use, for home libraries, for consultation in offices, laboratories, and factories. Even those works bought by libraries are used far more frequently by laymen untrained in their use than they are by librarians, for few libraries can afford to employ on their staffs enough skilled reference librarians to cope with more than a small fraction of the requests for information they receive.

This book is thus designed to fill the needs of the wide audience of occasional or frequent users of reference sources to whom the intricacies of library science are largely a mystery. This audience includes the lawyer who needs background material on the case he is preparing. It includes the businessman who seeks market data, sources of mailing lists, or information about his competitors. The teacher will find it useful in locating sources for verifying facts or for supplying material to enrich classroom instruction. The student can use it both to learn research methods and to locate basic reference sources in his field of study. The person who has to prepare a speech, a research report, or any other type of factual paper can use it in much

the same way. The writer or the artist will find the book a quick guide to material needed in supplying background information, in words or in pictures.

The fact that this book has been prepared with the layman's needs in mind does not mean that the librarian will find little use for it. On the contrary, it includes numerous features of special value to the librarian not found in previous guides to reference sources. The librarian who has had little or no formal training in the use of reference works will find the "how-to" material as useful to her as to the layman. The lists of reference works it contains, since they are tailored to fit popular interests, will lead the librarian to useful sources of information most frequently sought by the library's clients. The detailed analysis of the more commonly available sources will permit the librarian to make maximum use of her library's reference facilities. This feature will prove especially valuable in the small school, public, or special library that has a limited number of fact sources on its shelves.

How and Where to Look It Up is designed to meet the most common problems met by the reference-book user, lay or professional. Perhaps the most important of these problems is that presented by the sheer mass of reference material publishers have made available to us. The person seeking a fact source is often bewildered by the large number of sources he finds. He does not know how to select from them the one, two, or three sources that will most adequately fill his needs. This book outlines the basic criteria needed in making an intelligent selection. Furthermore, it lists under appropriate headings the most useful sources in hundreds of different fields

or subjects. Finally, by describing these sources' contents, it permits the reader to choose quickly the most logical source to meet his needs.

A second problem arises in the understanding of how reference works are put together. Many sources follow traditional patterns. Even these, however, differ in minor but important respects, and even the simplest arrangement requires some skill to use effectively and efficiently. This book meets this problem in two ways: It describes traditional reference-work patterns of organization and suggests ways of understanding and following them. It also describes, where appropriate, the individual quirks in the various sources listed so that readers can use them with a minimum of difficulty.

A third major problem in the use of reference sources arises from the fact that many of them contain much useful information that their titles fail to make apparent. For example, the *Oxford Companion to Classical Literature* provides facts not only on ancient Greek and Roman literature, but also on classical biography, history, art, archaeology, and mythology. A single listing of this book under the heading "Literature," as has been customary in most previous guides to reference sources, is unfair both to the work and to its users. In *How and Where to Look It Up* the contents of the works listed, especially the most frequently available sources, have been analyzed in detail and their full resources cited under each appropriate subject heading, either in the main body of the book or in the Index.

A work of this kind requires a solid base as a starting point. Neither a university nor a public library can prove entirely satisfactory for this purpose, for both reflect specialized points of view in their reference collections. In preparing this book I selected as my base the library of the Fact Research Service, Inc., of Chicago. This service answers annually more than 35,000 questions from persons who represent a cross section of fact-seekers. This organization's library was assembled specifically to meet the needs of its clients. The books it contains have largely proved to be useful,

usable, and valid sources on nearly every subject about which anyone is likely to inquire.

In addition to listing and analyzing the most useful of the books to be found in this library, I have added a thousand or more other reference sources that I have located in various other libraries or through study of book lists, specialized bibliographies, and publishers' catalogues. I have made a special effort to fill in gaps in fields that I know to be of common interest.

Since many thousands of reference works have been published in the past fifty years or more, a book purporting to list all of them would prove far too unwieldy to be useful. It has seemed to me preferable rather to limit the number of books listed and to use space thus made available to exploit fully the value of the books cited by detailed analysis of their contents. In selecting works for listing, I have chosen ones that are commonly available, that cover subjects of sufficient interest to meet the needs of a fair number of readers, and that are reasonably up to date, especially in those fields where up-to-dateness is an important consideration. I have generally excluded publications of extremely limited interest or that cover small areas of fields treated adequately in works of larger scope. I have included few works whose most recent copyright date is prior to about 1945. Books that are listed include most of the important reference works of fairly general interest published from 1945 through the spring of 1957. Works published thereafter will be included in future new editions.

There are many other useful sources of information besides books. In recognition of that fact, separate chapters have been devoted to discussing the use of such sources as the various branches of the government, foreign information services, trade and cultural associations, commercial firms, and the like. Another chapter discusses how to locate and procure information in graphic form, and specific useful sources of graphic data of all kinds are cited throughout the book.

The bibliographer or reviewer of a reference work faces one major difficulty. The

primary purpose of a reference book is to supply facts. The reviewer can usually determine whether the book is well organized for reference purposes and whether, superficially at least, it gives an appearance of being up to date. But the reviewer seldom can vouch for the accuracy or adequacy of the facts given in the book. Thus, in listing reference sources in this work, I have by and large avoided giving any cited work a complete endorsement. I have tried to describe its contents and to point out its apparent uses. I have left up to the reader the task of determining how "good" a source is from the point of view of accuracy and adequacy.

A lesser problem of the bibliographer is ensuring the accuracy and up-to-dateness of each of his individual citations. A frequent difficulty is that new editions or revisions of standard works are published with little or no publicity, and notice of that fact can be found only through careful

search of catalogues of current publications. I have made every effort to make my bibliographical citations as accurate and up to date as possible, but I doubt that they are error-free. I will therefore appreciate hearing from any sharp-eyed reader who spots a mistake of any kind for correction in a future edition.

The compilation of a book of this kind requires the help and cooperation of many people. I wish to thank the hundreds of different publishers who have supplied information on their reference works. I want especially to acknowledge the cooperation extended me by the members of the Reference Book Section of the American Textbook Publishers Institute. Finally, I wish to express my gratitude to Mrs. Mabel S. Johnson, who in serving as critic and adviser has done much to make this a more useful and more usable work.

Robert W. Murphey

HOW TO USE THIS BOOK

This book is as much a reference book as the works cited in its pages. For this reason I have tried to arrange and organize it so that the items of fact it contains can be located as easily as possible. However, since any arrangement is to some extent arbitrary, the user of this book should understand thoroughly how it has been put together in order to get full value from its contents.

The book's contents fall into four parts:

Part I is an introductory section describing the general format of reference works and how they can best be used. In addition, there is a discussion of the use of libraries and of basic research methods. The final chapter (Chapter 4) of this section lists sources of information helpful in preparing research papers.

Part II describes the various general types of reference sources—encyclopedias, dictionaries, annuals, guides to books and periodicals, and directories, as well as such other sources of information as the various branches of the government, associations, and commercial firms. Another chapter covers sources of graphic information. Each of these chapters lists and describes specific examples of the works described or gives sources of listings of such works.

Part III consists of three chapters listing specific sources of information about people, places, and things. Each of these chapters is further divided into appropriate subsections.

The fourth part of this book is the Index, listed here as a "part" because of its extreme importance in the proper use of this book. Space problems place a limit on the number of headings under which any source can be cited in the main body of the book. Thus sources are listed only

under the major subjects on which they supply information. The Index, however, lists both major and minor subjects for which each cited work may prove a useful source, as well as giving references to titles of works cited.

This book could easily have limited itself, as previous guides to reference sources have largely done, to simple listings of reference sources under appropriate headings. But efficient use of reference sources cannot be limited to locating them; to use them fully and effectively you need also to know how to use them. Thus the "how-to" information included in Parts I and II and in the introductions to the chapters in Part III is as vital a part of this book as are the "where-to" listings in Parts II and III. Careful reading of this information, in fact, is essential to a full exploitation of the information given in these listings.

In each chapter that cites reference sources, those listed have been placed under as many different subdivisions as appear useful. Within each subdivision, works cited are listed alphabetically by the first key word in their titles according to the letter-by-letter system.

Full bibliographical information is given only once for each work cited in the book. This appears under the heading of the subject about which the source supplies, generally speaking, the most information. If the work is listed elsewhere in the book, only its title is given with a reference in brackets giving the section in which full bibliographical data and normally a complete description are given for the work. Thus the reference "*World Almanac* [6·2]" means that full information about *The World Almanac* is to be found in section 2 of Chapter 6.

The bibliographical data given with each work cited has been limited to the basic information needed to locate and basically describe the work. Thus you will find the work's title; its author or editor, if any; its revision status, if it has been revised; its place of publication and publisher; its date of publication; and the number of pages or volumes in the work. The place of publication and the name of the publishing firm are not necessarily those of the original publisher but rather of the publisher that now controls the work. I have not given prices because this fact is subject to such frequent change as to make any mention of it unreliable. A current edition of *Books in Print* will provide far more accurate data on this point than this book possibly could.

Though I have included only a few foreign-language reference sources, limiting such inclusions to highly useful sources on subjects not adequately covered in English-language publications, many of the works cited are of foreign origin. When these works have been published in the United States as well, I have generally cited only the U.S. publisher, since this information will normally prove sufficient in ordering such books. Persons wanting to buy books published only in Great Britain will find the British Book Centre, Inc., at 122 East 55th Street, New York 22, N.Y., most helpful. Addresses of both U.S. and British publishers of English-language books can be found in the back of the *Cumulative Book Index*, especially one of the large cumulations of this work. Addresses of foreign publishers not listed in *CBI* are usually to be found in *Orbis*, *Europa*, or *The World of Learning*.

To find a specific source for a specific subject or item of information, you should look first at the Table of Contents. Here you can locate both the chapter in which the subject is covered as well as the section of the chapter in which it probably appears. Many sections are further subdivided; if so, this fact is noted and the method of subdivision described in the section's introduction. Here also frequently appear cross references to related sections throughout the book. These will prove use-

ful if you do not locate what you are seeking in the section you first consult.

If finally you do not find what you are looking for, then look in the Index. The fact that no heading appears in the main body of the book for the subject for which you are hunting a source does not mean that no such source exists. It may merely mean that no source devotes a major portion of its contents to that subject. In such a case no separate heading has been created but the subject is referred to in the description of the work, and this reference has been noted in the Index.

Besides use as a source of "how-to" and "where-to" information on reference works and their use, this book can serve other functions. The Index cites each reference made throughout the book to any particular work. Thus you can use these Index citations to cumulate all the various possible values each book has. This feature should be of special help to librarians with limited reference sources who wish to acquaint themselves with the maximum possible values of the facts sources their libraries do contain.

Most libraries and individual persons must limit their book purchases. Economies in buying reference works can best be effected by avoiding purchase of duplicative items. This book can be most helpful in determining the minimum number of books needed to supply adequate sources of information in any general, special, or personal library. Checking the listings under specific subjects as well as the subject references in the Index will frequently make apparent the fact that ownership of two or three sources makes unnecessary the acquisition of another because its contents are covered adequately by the other works.

An emphasis has been placed throughout the work on citation of sources of graphic information. In Chapters 14 and 15 such sources have been listed separately. In Chapter 16 they are cited as part of the general listings under each subject heading. In all cases, where a source contains useful pictures or other graphic material, this fact has been noted.

CONTENTS

FOREWORD BY LOUIS SHORES	v
PREFACE	vii
HOW TO USE THIS BOOK	x

part 1 Reference works and their use

1 FACTS AND THEIR FOLKWAYS	3
1.1 <i>What are reference sources?</i>	4
1.2 <i>How to pick a reference work</i>	4
2 HOW REFERENCE WORKS ARE PUT TOGETHER	13
3 HOW TO USE LIBRARIES	27
4 RESEARCH AND THE RESEARCH PAPER	35
4.1 <i>Some tips on research</i>	35
4.2 <i>Some mechanics of research</i>	37
4.3 <i>Preparing the research paper</i>	40
4.4 <i>Sources of research-paper style information</i>	43

part 2 Basic types of reference sources

5 GENERAL ENCYCLOPEDIAS	49
5.1 <i>Major general encyclopedias</i>	59
5.2 <i>Abridged encyclopedias</i>	75
5.3 <i>Foreign-language encyclopedias</i>	80
6 ANNUALS, ALMANACS, AND HANDBOOKS OF MISCELLANY	85
6.1 <i>Encyclopedia annual supplements</i>	85
6.2 <i>Almanacs and other annuals</i>	90
6.3 <i>Handbooks of miscellany</i>	94
7 BOOKS ABOUT WORDS	97
7.1 <i>General English-language dictionaries</i>	97
7.2 <i>Specialized books about words</i>	110
7.3 <i>Foreign-language dictionaries</i>	119
8 GUIDES TO PERIODICALS	137
8.1 <i>General lists of periodicals</i>	139
8.2 <i>Specialized lists of periodicals</i>	142
8.3 <i>Self-indexing periodicals</i>	144
8.4 <i>General indexes to periodicals</i>	145
8.5 <i>Specialized indexes to periodicals</i>	148
8.6 <i>Abstracts</i>	153

CONTENTS

9	GUIDES TO BOOKS	155
9.1	<i>Book reviews</i>	158
9.2	<i>Lists of and guides to current literature</i>	160
9.3	<i>General bibliographic aids and sources</i>	163
9.4	<i>Guides to reference works</i>	170
10	DIRECTORIES	173
10.1	<i>How to use telephone directories</i>	175
10.2	<i>Guides to directories</i>	179
11	GOVERNMENTAL INFORMATION SOURCES	183
11.1	<i>The Federal government</i>	184
11.2	<i>State and local governments</i>	190
12	OTHER SOURCES OF INFORMATION	193
12.1	<i>Special libraries</i>	193
12.2	<i>Commercial and organizational sources</i>	194
12.3	<i>Photocopying services</i>	196
12.4	<i>Foreign informational sources</i>	196
12.5	<i>International organizations</i>	197
13	SOURCES OF GRAPHIC INFORMATION	199
13.1	<i>General sources of graphic information</i>	199
13.2	<i>Sources of photographs</i>	202
13.3	<i>Sources of films, filmstrips, and slides</i>	203
part 3	Specific sources of information	
14	HOW TO FIND OUT ABOUT PEOPLE	207
14.1	<i>General guides to biographical materials</i>	212
14.2	<i>General biographical sources</i>	212
14.3	<i>General biographical sources limited geographically</i>	218
14.4	<i>Specialized biographical sources</i>	227
14.5	<i>Sources of biographical pictures</i>	258
15	HOW TO FIND OUT ABOUT PLACES	259
15.1	<i>Guides to sources of geographic information</i>	263
15.2	<i>Sources of general geographic information</i>	264
15.3	<i>Sources of regional geographic information</i>	276
15.4	<i>Reference sources on U.S. geography</i>	284
15.5	<i>Geographic reference sources on specific countries</i>	297
15.6	<i>Sources of graphic information on geography</i>	309
16	HOW TO FIND OUT ABOUT THINGS	311
16.1	<i>through 16.481 Subject headings arranged alphabetically</i>	
part 4	Index	651

PART ONE

Reference Works and Their Use

A foreign publisher of encyclopedias on a visit to the United States spent a busman's holiday touring the offices of an American colleague. Two things he saw there impressed him particularly. One was the research service the firm maintained to answer questions sent in by people who owned the company's encyclopedias. Not only had he never heard of such a service, he said, but he was amazed that several hundred people every week took the trouble to write in to find the answer to a question. The publisher found even more astounding the fact that the company maintained a library of more than 6000 reference books for the use of its editorial and research staffs. His own staff, he confessed, got along with a couple of hundred books.

His comments point up two facts about Americans: We are probably the most information-hungry people in the world; and, to satisfy our hunger, American publishers yearly print several times as many encyclopedias, dictionaries, indexes, directories, guides, and other reference works as any other country on earth.

If you need any further proof of Americans' interest in facts, you have only to turn on television or radio of an evening and count the quiz shows. On the more serious side, you should note that the special reference room is an innovation of American libraries. Today such rooms are major parts of big city libraries, which also have librarians who spend all their time answering queries for information. Museums and zoos answer thousands of phone and letter requests for information every year. Fact finding is an important aspect of American business. Most large companies maintain their own libraries or subscribe to some kind of reference or research service. Few commercial ventures are started without exhaustive preliminary study to find out whether or not the relevant facts support the venture's chances for success.

The supplying of all this wanted information occupies a substantial portion of the U.S. publishing industry. Annual sales of general encyclopedias alone total about

• 1 •

FACTS
AND THEIR
FOLKWAYS

20 per cent of all book sales. Book publishers include more than 300 new reference titles in their lists each year, while the Government Printing Office, trade associations, learned societies, and the like, publish many more useful fact sources.

Unfortunately, many of these publications never reach the people who need them most. They go out of print or are not revised because not enough people have bought them. They molder on library shelves because potential users don't know about them. Or people don't find what they are looking for because they have never learned how to use reference sources effectively.

The purpose of this book is to bring facts and fact seekers together. I can't hope to answer all your reference problems, but I do hope to steer you toward the most likely sources of the information you are seeking and to help you use those sources effectively. To this end, in this chapter I want to describe in general the various types of standard sources of information and to give you a number of tips on how you can pick out the best for your purposes from the sources available to you.

1.1

What Are Reference Sources?

In the broadest sense, a reference book is any book that is used for reference. However, this lazy man's definition is not much good for your or my purposes. In preparing this book, I have had to evolve a somewhat sharper distinction between reference and nonreference sources. The following three types of reference works, I believe, cover the field adequately:

1. Books intended for reference purposes and nothing else; that is, books designed to be consulted rather than read straight through. Into this category fit the many encyclopedias, dictionaries, directories, guides, etc., that make up the bulk of reference sources.

2. Books designed primarily for consecutive reading but that have considerable reference value. By "considerable value" I mean that they meet two basic criteria: First, they contain concise and cohesive sections of commonly useful reference information. For example, a book that surveys a particular field may contain valuable tabular data. Second, such information is easy to find, either through a detailed table of contents or through an index.

3. Publications other than books that have reference value. This category includes magazines and newspapers, useful for finding information not included in the standard reference books either because it is too new or too trivial to be included in them. This category also includes the many fact-filled booklets and pamphlets published by societies and associations, government agencies, and commercial firms. Such publications are often hard to locate; they are seldom indexed in the various guides to books and periodicals. But they are worth tracking down since they are usually well written, up to date, and, most important, often based on primary, and thus authoritative, sources.

Nearly all the publications I list in this book fall into one of these three classifications. I have listed a few that do not because they are the only available sources for certain important fields of information. In addition I have suggested sources other than printed publications, such as government information services, associations, and commercial firms.

1.2

How to Pick a Reference Work

Any major library in the United States contains thousands of reference sources. In preparing this book I have had to select from these thousands those that I judged to be of the greatest use and the greatest value to the largest number of people. Many of these are books I have personally found to be of great help. I have chosen others that meet the basic standards of usability and enjoy the recommendation of such qualified persons as research workers, librarians, and professional people. Any process of selection also involves elimination. I have excluded from my lists books that are so highly specialized or technical as to be useful only to a limited number of persons. I have omitted books that are obsolete when they deal with a subject in which obsolescence is an important factor. I have eliminated books whose method of

presentation is poor or that have been found to be factually weak.

Reference needs vary widely. In consideration of this fact I have tried to include under each category or subject heading as many different types of sources as possible. To guide you to the source most useful for your individual purposes I have evolved the following yardsticks for selecting and evaluating virtually all types of works:

1. **SCOPE OF COVERAGE.** Your most important criterion in selecting a reference work is whether or not a work includes the information you are seeking, and in enough detail to satisfy your needs. There are a number of points to consider in applying this criterion. First of all, you may not be able to find the *perfect* reference work for your individual purposes. In fact you may not be able to find a satisfactory source at

all. Reference works do not yet exist that cover all fields of information. Other fields are covered inadequately; still more were formerly covered by books that have gone out of print or have not been satisfactorily brought up to date. In some cases it is a matter of popular interests running ahead of publishing schedules. For example, when the parakeet craze first developed in America, there was almost no reference information available on the birds for a year or more. In other cases, it may be that your particular interest in a subject is shared by so few other people that no publisher has found it financially rewarding to publish reference material on the subject.

Secondly, you should not assume that all sources of the same general type contain approximately the same amount of information in both scope and detail. For example, an abridged and an unabridged dictionary differ widely in both the number of words they treat and the amount of information they give on each word.

In selecting a reference work, you can apply a formula that holds true in the majority of cases—that the more limited the over-all scope of a reference work, the greater coverage it gives to the specific field or fields to which its coverage is limited. In other words, a general reference work will obviously deal in general information and give only a small amount of minor detail, while a specialized source will contain considerably more detail.

In choosing your reference sources, you must first determine the level of the information you are seeking and then match this as closely as possible with the level of a particular reference work. For example, let us say your interest is in literature. If you are interested in the literature of all countries and in only the most general of ways, any one of a number of general encyclopedias should well satisfy you. They include brief biographies of the most prominent writers in all countries, as well as survey entries on the various national literatures, on schools of literature, and on various literary forms and techniques. If you want slightly greater coverage of the whole field of literature but don't require much further detail on any particular sub-

ject, some such work as *Cassell's Encyclopedia of World Literature* or *The Reader's Encyclopedia* may meet your needs. However, if your sights are narrowed, if you seek greater detail on one specific aspect of literature, you then have a large number of works to choose from. Among the many works of this sort are the "Oxford Companion Series"—to American literature, to English literature, to classical literature; *Nineteenth Century Authors*; *Twentieth Century Authors*; or Snow's *Russian Writers*. Any one of these would be the best book for you if it suited your particular needs.

2. **AUTHORITY.** After you have found a source that contains the information you want, you want to make reasonably certain that the information it gives is accurate. This is perhaps the most difficult problem involved in evaluating reference sources, since many factors influence their authority and accuracy.

Ideally, each reference work should have been compiled from primary sources. Considering the difficulties involved in doing so, a surprisingly large number of them have been. Most "Who's Who's" are based on information supplied directly by the biographees. Government statistics have usually been obtained from firsthand sources. A few monumental (and seldom profit-making) projects, such as *The Dictionary of American Biography*, have been assembled largely from primary source materials.

Nevertheless, by far the majority of reference works are compiled from sources two, three, or more stages removed from the original material. This fact is especially true of the reference books we use the most, such as encyclopedias, almanacs, handbooks, guides, and the like. This is true because the more comprehensive a work is, the more difficult it becomes to check its facts against primary sources. To do so, in fact, would usually make the work's publication prohibitively expensive.

Obviously, any work, no matter how carefully done, that is based on second- or third- or fourth-hand sources will contain mistakes. Repetition almost inevitably breeds distortion. Unfortunately, too, er-

rors seem often to have more vitality than does truth. It is almost impossible to root out an error or misstatement of fact once it becomes firmly entrenched. In recent years, for example, an increasing number of people have become convinced that the story that Richard III murdered his young nephews is historical nonsense, that Richard's memory was deliberately blackened by his Tudor successors. Yet the Tudor story has become so well established that it will probably be many years before many sources even suggest the possibility that it is not true.

Because so many reference works have anonymous authorship, we sometimes tend to forget that they are compiled by people, subject to the usual human failings. Fortunately, most authors and editors of reference works are unusually able and conscientious workers, but I have not yet met among them any who is omniscient or faultless. Thus the human element introduces errors into your sources. The editor switches a word around to make a sentence read better, but in doing so he subtly changes the author's meaning. The tabulator makes an error in addition in compiling some statistics. Or a daydreaming proofreader lets a misprint slip through unnoticed.

In assessing the authority of reference works, you also run into the problem, "What is a fact?" Sydney Harris, writing in his column "Strictly Personal," once complained about use of the expression "true facts." I can sympathize with his feeling that this is a particularly ridiculous redundancy, but since Harris once worked on the editorial staff of an encyclopedia I should think he would understand why some people use it. For anyone who has held such a job for any time soon comes to doubt that there is any such thing as a fact. And when he finally pins one down, he feels inclined to label it a "true fact."

Some facts cannot be determined because no record of them exists or records have been destroyed. More biographical material has been written about Napoleon than about any other persons except Jesus and Abraham Lincoln. Yet a researcher I know spent a week futilely trying to find out

whether Napoleon was the second or fourth child in his family. Contemporaries of Napoleon differ in their accounts and no valid records have ever been found.

Many facts are subject to interpretation. Sometimes it is a matter of difference of opinion between scholars about the validity of conflicting sources; one accepts one source and one finds another preferable. Sometimes it is a question of point of view as in the apparently simple matter of dates. Most sources will tell you that George Washington was born on February 22, 1732. Actually, Washington "was born" on February 11, according to the Julian Calendar in use in Virginia until 1752. I may appear to be quibbling, but then most facts are quibbles. Some sources state that Japan formally surrendered at the end of World War II on September 2, 1945. Others state that she surrendered on September 3. Both statements are right, depending upon your point of view. It was the second in the United States, but the third in Tokyo Bay.

Despite these various difficulties, it is still possible to evaluate the authority of a reference work with reasonable certainty. We can accept some sources as accurate on faith and trust alone. For example, we can assume that the statistics given in a publication of the U.S. Bureau of the Census are reliable. We are reasonably certain of the accuracy and workability of the bureau's methods, of the competence of its staff, and of the bureau's fundamental desire to do an honest and exact job. On the other hand, we might well take with a grain of salt the statistics we found in an official Soviet publication, since we have had much reason to doubt the Soviet government's honesty. For similar reasons we might question the facts, or their interpretation, that we found in a publication of a trade association, commercial firm, or other source with its own ax to grind. A good introduction to the use of such sources is the book *How to Lie with Statistics*, by Darrel Huff and Irving Geis, New York: W. W. Norton & Company, Inc., 1954.

We can also judge a book in general terms, according to our own knowledge. Each of us has some subject or several subjects in which we have better-than-average

knowledge. You can apply a "taste test" to a reference book, looking up entries in the subjects you feel you can judge as to their accuracy. If, on reading a fair sample of such entries, you find the book has a considerable number of errors, you can reasonably assume that it is equally inaccurate in other fields. Conversely, if you find it accurate in several fields, it is probably accurate in others. This method, of course, is not infallible. Your own judgment may not be as good as you think it is, or you may, by chance, have hit on a weak spot or a strong spot that is not representative of the work as a whole.

Perhaps a better comparative method is to match specific entries in a fair sampling of different subjects against similar entries in other reference works. If you find that the book being tested differs frequently from the consensus of the facts given in several other books, then there is reason to doubt its accuracy. This method may not always prove true; the book being tested may be more nearly accurate than the others, or the other books may be out of date. But, applied with intelligence and understanding of the factors involved, this method is as good as any I can suggest to judge the over-all reliability of a work.

When you can identify the authors or editors of a reference work, you can to a certain extent assess the authority of the work in terms of the authority of the work's creators. This method of evaluation has some advantages, particularly when different persons have prepared different parts of a book. It would obviously be unfair, for instance, to condemn all of an encyclopedia because you found a few errors in a few articles in it. Many other entries, prepared by other, more competent people, might be quite all right.

In determining an author's reliability you should investigate his background. Many reference works give their authors' positions. Is it one that normally connotes reliability? Has the author written other works that have been well received? If the book fails to describe the author, you may find information on him in one of the various general or specialized "Who's Who's." In addition, you should try to determine

whether the author's background indicates that he knows the subject he is writing about. A professor of French literature should be qualified to write about Molière, but he may know very little about the geography of France. A professor of anatomy should write learnedly about the nervous system, but he may be beyond his depth in a discussion of antibiotics and their use.

Finally, we may be able to judge the validity of a reference work by its reputation. This is perhaps the least reliable method, however, and one you can apply only to a limited number of books. Some works cover such a wide range of subjects that no one person is able to assess their whole contents intelligently. Other works may once have merited their good reputations but have now become obsolescent. Nevertheless, you can often get valuable guidance from an experienced reference librarian, a teacher in an appropriate field, or a professional person familiar with the book in question.

3. PRECISENESS OF INFORMATION. A reference source may give a great deal of information on a subject but state it in only the most general of terms. Another source will specialize in exact data, giving a great deal or only a limited amount. Your own needs will determine which source you prefer. Obviously, some types of reference works must be specific and precise in the data they give if they are to fulfil their purpose. For example, we would be disappointed if the Census Bureau were to state all population figures in round numbers.

In other cases, we may either not want such precise information or we may find it a positive disadvantage. The chief charm of a number of reference works lies in their avoidance of "cold facts." The *Oxford Junior Encyclopaedia*, for example, in its volume on geography avoids all statistics of any sort. Instead, it devotes its space to physical and human geography, apparently in the well-founded belief that this material is of greater interest to its young readers.

The precise fact may also be misleading. There is a growing tendency among reference works of many types to use the exact, dated statistic in preference to the average, round-number figure. That is, a

country's wheat production will be described in terms of the figure of a specific year, usually the most recent, rather than according to a 10-year average. I sometimes question whether this practice is wise. Would not the average figure give a more nearly accurate picture than does the single figure for one year? In any case, the degree of preciseness you wish in a reference work is almost entirely a matter of personal preference. Fortunately, in most instances you can find a work to suit your taste.

4. **TIMELINESS.** Ideally, a reference work should be as up to date as today's newspaper. In actual practice this is impossible. Aside from the 300-odd new reference works that appear each year, either annuals or totally new works, the reference sources with which we must work are at least a year old, and many are 10 years old or more. Even "new" works are not new in the same sense as today's newspaper or this month's copy of a magazine. Editorially, most reference works take a year or several years to prepare. Inevitably parts of them were written long before other parts. Only a superhuman editor can catch all the latest developments and incorporate them in those parts of the book prepared in the early stages of the editorial process. In addition, the mechanical problems of book-making tend to make a reference work somewhat out of date even before one copy is sold. The process of setting the type, printing, and binding even a relatively small single volume will take several months. The combination of editorial preparation and mechanical problems will make the publication of a massive multivolume work take much longer. For example, the first volume of the 15-volume *Encyclopedia of Chemical Technology* appeared in 1947; the final volume was published almost 10 years later.

Thus, in gauging the vintage of any reference source that is newly published or that has not been revised, you can use the rule of thumb that its contents are about a year older than its copyright date. This rule will not apply to a few publications; the time lag between the writing and the publication of such books as the various annuals, directories, and the like, whose preparation is relatively simple may not extend over three

or four months. In the case of other works, however, it is a safe rule to apply.

A great number of reference works with which you must deal are not, however, new books or unrevised books. By far the majority of the most useful sources are revised editions or so-called "new editions" of books that first appeared several years ago. The problem of evaluating the up-to-dateness of such works is not simple. The fact that they are labeled as revised or new editions does not necessarily mean that they have been *completely* revised. The fact that they bear a new copyright date has little significance; in granting a copyright, the Copyright Office does not distinguish between minor and major corrections in a work. Thus, to tell if a revised work is really up to date you must apply certain tests to determine the facts.

In making your judgment you should take into consideration the financial and technical problems involved in the revision of reference works. Generally speaking, reference books are the most expensive of all types of books to publish. Many demand the use of special type faces; many include extensive tabular data. Such "extras" make books far more expensive to set in type and print than run-of-the-mill novels and non-fiction works. Furthermore, the sales of most reference works are strictly limited. The experienced publisher can predict within a few hundred the number of copies of a given work he will sell. He knows also the maximum price his intended audience will pay for the book. Thus the publisher usually has a limited amount of money to spend on a revision if he is still to make a fair profit.

The publisher also faces numerous technical problems in revision. He would prefer to reset the book's type completely, since that would make revision a simple matter. But he usually cannot afford to do so, since the sales of a revised edition of a work seldom are as great as that of the original edition. So he is forced to use other means to revise, means that pose many problems. For example, let us take the many reference works made up of entries arranged in alphabetical order. If the main body of type is to be allowed to stand without

change, the editor can usually insert new material only by cutting out adjoining material at the point where the new entry must go. Sometimes this is fairly simple to do; some material may be obsolete or an entry can be rewritten in shorter form without harm to its contents. Often, however, the editor faces a dilemma: he must decide whether his readers will benefit more by the insertion of the new material or by the retention of the old. Once in a while, however, the editor gets a break. For example, the creation of Israel and the split of India into two countries came within a short time of each other. The encyclopedist was able to cut the entry on Palestine to a historical entry to make room for Pakistan. And he could cut enough Pakistanian material from his old entry on India to make room for Israel. But seldom do events and the alphabet so fortuitously coincide.

For these reasons you will seldom find a revised reference work that is completely revised in all aspects. Your problem, thus, is to determine how nearly up to date it is. One method of doing this is to compare the revised edition with an earlier edition. I used this method most effectively in evaluating revisions of two of the state guides in the "Federal Guide" series. A comparison of the old and the revised editions of the California guide showed that the 1954 revision was limited to the addition of some addenda. A comparison of typical pages of the 1955 revision of the Georgia guide with a previous edition showed quickly that a thorough point-by-point revision had been carried out.

Another means of testing a reference book's timeliness is to sample it. If the book has a large number of geographical entries, you might examine these, noting how much recent history they include, what dates are given for populations and for economic and other statistics. If the book contains biographies of living persons, you can check them for inclusion of their recent activities and accomplishments. If a book deals with medical topics and you know something about the subject, you can check the book's mention of recently discovered methods of treatment or recently developed drugs. If you have an up-to-date knowledge

of almost any technical field, you can be your own judge of a book's timely treatment of the subject.

To determine with a fair degree of accuracy a book's timeliness, however, you must apply the sampling method thoroughly. Reference-work editors naturally tend to emphasize revision in those fields in which they feel the most readers are interested. Thus, a book may be quite up to date in one field and quite obsolete in its treatment of another. You would be wise, therefore, in sampling a book to check not only in the obvious spots but in more obscure subjects. If revision appears to have been carried out fairly uniformly in both major and minor fields, so far as your sampling goes, you can feel fairly certain that the book is as up to date as you have a right to expect.

In measuring any revised reference work's timeliness you must use a certain amount of tolerance. Technical reasons often make it as much or more expensive to make a minor correction as a major one, and the editor with a limited budget may skip making the finicky changes. As an example, the accession of Elizabeth II to the British throne suddenly transformed, after more than three centuries, old Queen Bess into Elizabeth I. Perfection in revision would require the insertion of a "I" after her name wherever it appeared in a reference work, but doing so would in many cases be a very expensive process. The good reference-work editor makes all the revisions needed to prevent his readers receiving false or misleading information. You can in all fairness demand no more.

When you have a choice between two revised reference works dealing with the same subject, you will also want to consider the techniques of revision each work has used. For instance, few dictionaries are completely new works; most are revised versions of dictionaries prepared as long ago as 15 or 20 years. Some are revised through the addition of a section of new words. Others are revised by the insertion of new words within the body of the old text. All other elements being equal, you would probably prefer the latter method of revision to the former.

I would like to emphasize here that up-to-dateness may not always be an asset in a reference work. You may more readily find certain information in an older work. Styles in reference works change both in subjects treated and in scope of coverage. If you are seeking information about a writer whose works were popular 50 years ago but are seldom read today, you will probably find far more about him in a source published contemporary with his fame than in a newly published work. Old yearbooks and almanacs are often the only source of information about trivia in the news of the years they cover. Greater emphasis also was often paid to a number of "classical" subjects around the turn of the century than is given them today. For that reason, such sets of books as the 11th edition of *Encyclopaedia Britannica* still enjoy a brisk sale in secondhand bookstores, for many of the entries on the so-called "scholarly" subjects were far more detailed in this edition than in more recent ones. You will also find older books the best source for data on institutions that no longer exist. For instance, a pre-1917 source would probably give you far more information on the Czarist Russian government than would a more recent one.

5. USABILITY. If you use a reference source only once to find one piece of information, you probably won't care particularly if you have to hunt for it a bit harder than you should. But if you are selecting a source you expect to use frequently, it matters considerably how a book is put together, how easy it is to find data, and how easy it is to understand what you find.

Unavoidably, reference works are artificially contrived; they are put together according to an arbitrary pattern. This circumstance has both advantages and disadvantages. Fortunately, the great majority of reference works follow certain traditional patterns whose values have been well established. Once you master the basic elements of the way these works are put together, as I have outlined them in Chapter 2, you should be able to use these books with ease. On the other hand, the mechanics of organization in such works do pre-

sent problems to the user. As you will note in Chapter 2, methods of alphabetization have not been stabilized entirely. Nor does alphabetical listing of subjects promote easy study of an entire field or permit easy comparison of data.

However, by and large, the conventional methods of putting together reference works have proved to be the most satisfactory for the use of the largest number of readers. Your problem in evaluating the usability of different sources is to determine how well these methods have been used. There are a number of points to consider:

What format or organizational style has been used in putting the book together? If the format follows a traditional pattern, you need not concern yourself further with this point; in all probability the book will prove easy to use. But an innovation or uniqueness in organization should be weighed carefully. If the new idea improves the usability of the book, well and good. But if the innovation defeats the basic purpose of a reference work—to present facts in as accessible and understandable a way as possible—then the book's author or editor would have done better to have curbed his inventive impulses.

How well are individual elements of mechanics handled? It is particularly important to consider those elements that directly determine how easily you can find information in the source. If the book consists of entries arranged in alphabetical order and has no index, you will want to test the adequacy of the cross references it uses. You can do this best by doing a little trial cross referencing of your own. Take a dozen or so sample entries from different parts of the book. Note the cross references you would make; then see if these references have been made.

If a book is indexed, you can test it in a similar fashion. Take 15 or 20 pages at random throughout the book. Note the index entries that you think should be made to all the important data on these pages. Then see whether or not these entries exist in the book's index. One particularly good guide to good indexing is whether or not index entries to a fact

appear under all the different subject headings under which readers might conceivably look for them. Careful sampling quickly shows if this has been done.

Ease in understanding the material in a reference source is equally important. A few reference books are intended only for experts in the fields they cover. They are made by specialists for specialists. But relatively few reference books—and almost none of those listed in this book—are of this type. Instead, most are meant for use by laymen. The age and reading level of their intended audience may vary somewhat; some are designed for use in schools, some for the mythical “average American family,” and some for well-educated adults. But in each case, the authors or editors of these books must assume a fair degree of ignorance on their readers’ part and present their material accordingly.

Ease in understanding the text of reference sources depends on several factors:

Simplicity of language is the most obvious factor. Fortunately, most writers no longer feel they must use big words to convince their readers of their own vast learning. Naturally, any reference source that deals with technical fields must on occasion use technical terms. But unless such books’ editors are certain their readers understand these terms, they must undertake to explain them.

Simplicity of style is almost as essential as the use of simple language. Any sentence, though it consist of no word longer than four letters, will be hard to comprehend if it wanders on through clauses within clauses. In recent years such writers as Hemingway and such books as Rudolf Flesch’s *The Art of Plain Talk* have done much to advance the cause of simple writing style. More and more reference-book makers have learned that they can seldom improve on the basic sentence order of subject-verb-object and that the period is the only punctuation mark that should be used lavishly.

Careful organization will also help you greatly in understanding reference material. Organization involves not only adherence to an outline but also coherent expression

of ideas within a framework. Coherence of thought and expression is not achieved readily or painlessly. But its presence tends to insure a high level of reader comprehension.

Typographic clarity improves the readability and usability of a reference work. The forbidding appearance of some reference books has probably done more to prevent their use than any other factor. The use of small type, of inadequate spacing between lines, of pointless mixtures of type styles, of too many abbreviations—all combine to make books hard to read and, indeed, to keep people from using them at all. Publishers of textbooks, novels, and popular nonfiction learned long ago that an attractive book tends to make a salable book. More and more reference-book makers are learning the same lesson.

Use of graphic material is often helpful in increasing understanding of reference data. In some cases a photograph, diagram, map, or graph is essential to make a point entirely clear. In most cases such use promotes understanding. But in assaying the illustrations in a reference work you should keep a couple of points in mind. You should not be misled into automatically preferring the illustrated book over the one that has few or no illustrations. Purely decorative use of illustrations does not add to the essential value of a reference source—the presentation of facts. In addition, the use of illustrations, particularly those in color, greatly adds to the cost of a reference source without necessarily adding proportionate values.

Testing a reference book for ease of understanding is again primarily a matter of sampling representative material. You would do best to try reading unfamiliar subject matter. If you grasp readily what is said without need to read it over or to consult a dictionary frequently, then the source should pass the test.

These then are the major basic criteria for selecting a reference source. I have used them to a great extent in picking the works I have listed in this book. You can use them in selecting the specific books that best

suit your purposes. I would like to emphasize that these are not absolute standards. In making specific selections you may not wish to apply all of them to each book you study; one or more criteria may be com-

pletely unimportant to you. I have presented them only as a general guide. I will discuss their special application to different types of reference sources in the various chapters in Part II.

The element that most clearly distinguishes the majority of reference books from other types of books is their physical make-up. You can pick up a reference book written in almost any language and identify it as such from its appearance alone.

In organization, most reference books follow the pattern commonly found in dictionaries, encyclopedias, and a host of specialized works. These books consist basically of a series of entries listed under specific titles arranged in alphabetical order. A check of the reference books in my library indicates that fully three-quarters of them are organized in this fashion, though many differ in minor details of arrangement.

The remaining reference works follow no particular method of organization. Each is arranged according to the pattern that best fits its material. The *U.S. Government Organization Manual* quite naturally follows the organizational pattern of the government. The creators of the famous "Federal Guide" series of books on the states considered the "tour method" a logical way to arrange most of their material. On the other hand, the hodgepodge of miscellaneous data you find in an almanac permits little or no logical organization. Nevertheless, despite their great differences in basic pattern, this group of reference works shares one element in common—each work has an index, or at least a detailed table of contents, that permits the user to find with ease the specific information he wants.

In discussing the mechanics of reference works I shall speak almost entirely of those that follow the conventional organizational pattern. In appropriate later chapters I will touch on the mechanics of other types of works. I want to emphasize, both here and in later chapters, the importance of understanding the mechanical principles by which reference books are put together, because I believe that your thorough understanding of these principles is the essential basis of your effective and efficient use of them. People have trouble using reference books largely because they don't understand how they are put together. Many encyclopedia

• 2 •

HOW REFERENCE WORKS ARE PUT TOGETHER

publishers maintain research services for the use of their customers. The head of one such service estimates that answers to fully a fourth of the questions she receives can be found in the sets the askers own; they simply don't know how to find the answers.

The following are the chief mechanical elements in reference-book assemblage:

1. Forematter

Like all books, reference books contain certain introductory material called "forematter." Unlike many books, the forematter of the average reference work constitutes in most cases the most important and least read pages in the work. In each book's forematter you will find clues to its peculiarities which you must know and understand to use the book successfully. In Chapter 4 I discuss in some detail the general information you will find in a book's forematter and how to interpret it. Here are some further comments that apply particularly to reference books:

Many reference books stay in print for many years, undergoing frequent revisions. A reference work's history in this respect is generally recorded in its forematter. Since the age and state of revision of a reference book is often the best guide to its validity and usefulness, it is especially important

that you check these data. At the bottom of the title page, you will find an "imprint date." This customarily indicates the year in which the particular copy you have was printed. It does not necessarily indicate the year in which the first or even the current edition of the book appeared. Thus a book can bear the imprint date of 1956 and not differ in contents from its original edition printed in 1936.

A more adequate guide to a book's vintage normally appears on the copyright page, on the reverse of the title page. Most reference books print there the dates of all copyrights granted to them. The first such date will give you the basic age of the book. The granting of further copyrights indicates that at least minor changes have been made in the book's contents. You may discover that all or part of the work appeared earlier under a different name or was first copyrighted abroad. You may find further description of what changes have been made toward keeping the book up to date through the use of such terms as "new edition," "revised edition," or "completely revised edition." Publishers do not agree unanimously on the meaning of such terms and use them in varying ways. An attempt has been made to clarify these terms by the Committee on Subscription Books of the American Library Association and the Reference Book Section of the American Textbook Publishers Institute. Their joint report appeared in the *Subscription Books Bulletin* (Vol. 24, No. 2, April, 1953; Chicago: American Library Association). Most encyclopedia publishers have adopted the terminology outlined in this report, but not all other reference-work publishers have done so. However, the following definitions apply to the majority of reference books:

An *edition*, technically speaking, is the equivalent of a "printing." That is, it can refer to the copies of a book printed during one press run before printing was halted for a considerable time. However, it has come more commonly to denote all copies of a book printed in one or more printings without revision of the book's contents in any important respect.

The term *new edition* usually denotes a

version of the work in which at least minor changes have been made and on which a new copyright has been obtained. The amount of revision actually carried out may vary considerably.

A *revised edition* is normally about the same as a new edition.

The term *completely revised edition* should describe a work whose contents have been completely checked and brought up to date or corrected where necessary.

An *enlarged edition* of a work has had its contents expanded or added to in some way. However, the original contents may not necessarily have been revised.

The preface to a revised reference work often describes what type of revision has been made. You should check it for such information.

The title page of a major reference work seldom carries the names of more than one or two persons who have taken part in its preparation. For example, a large encyclopedia or dictionary usually lists on its title page only its editor-in-chief. Yet often hundreds of other persons helped create the work. You will usually find their names listed elsewhere in the forematter as staff members or under the descriptive headings of "advisers," "consultants," or "contributors." What an adviser or consultant actually has contributed to a work can usually only be guessed at. However, you can generally assume that reputable persons permit their names to be used only in connection with reputable works.

"Contributors" normally write or help write certain articles or parts of articles in a reference book. Their names or initials normally appear at the end of the material they prepared. Sometimes contributors are said to have "authenticated" the material bearing their names. Use of this term indicates that they did not actually write the entry, but checked it afterward for accuracy and are willing to allow it to bear their signature as an indication of its authority.

Almost all reference works include in their forematter a description of the scope and limitations of the work, what its intended use is, how it was put together, what special techniques were used in making the book, what abbreviations appear in it.

Reference-book editors often feel frustrated about this forematter, for they know that few people ever read it. I can only emphasize and reemphasize that you will save yourself time and make far more effective use of any reference book if you will read its forematter carefully.

2. Titles

Entry titles in a reference work consist of names, words, or phrases picked to describe the material the entry contains. The careful and intelligent selection of entry titles is the most important aspect of successful reference-book making, since it governs to a large extent whether or not you will find the information you seek. Thus the reference-book editor's basic rule in selection of titles is to pick the title most readers would first think of when they are hunting the information contained in the entry.

In some cases this rule is fairly easy to interpret and follow. For example, dictionary entry titles consist of words of the language. The problem is not so simple in most other reference works whose titles do not all fall into a single category. Since the general encyclopedia's title problems are the most complex, I will discuss the methods used by most encyclopedia makers in picking and presenting them. Editors of other works containing the same types of titles follow approximately the same methods.

a. **PEOPLE.** Biographical entry titles are customarily listed under the surname of the person, with the given name or names following, as **BROWN, JOHN**. There are some exceptions to this custom: for example, popes, kings, and queens, who are normally listed under their "official" or reign names, and, of course, persons who lived in days before surnames were used, such as **Aristotle** and **Ptolemy**. Some books that have entries for fictitious persons, such as characters in literature, may list them under their given rather than their surnames, as **DAVID COPPERFIELD**, rather than **COPPERFIELD, DAVID**. Saints are most frequently also listed under their given rather than their surnames.

Some people become confused in look-

ing up biographies of persons whose surnames are preceded with a foreign prefix denoting nobility, as "von," "de," "di," and "d'." The normal practice is to list such names under the basic surname rather than under the prefix, as **HINDENBURG, PAUL VON**, and **MEDICI, CATHERINE D'**. There are some exceptions, as usual. In some names the prefix has become part of the surname and has lost its denotation of nobility; you will, for example, more often find **De Gaulle** and **De Gasperi** listed in the "D's" than in the "G's." In other cases the prefix has become firmly wedded to the surname. This is particularly true of Dutch names, in which the prefix is either incorporated into the surname, as in **Vandenberg**, or always spoken with the surname, as in **Van Loon**.

Some problems arise when a person could be listed under two or more names. For instance, a number of authors have pseudonyms. Usually they will appear under the name by which they are best known, such as **Voltaire**, **Mark Twain**, and **O. Henry**, each of which is a pseudonym. Another problem concerns titled persons who might be listed under the name of their title or under their family names. In American publications such persons are normally listed under the name by which they are best known in the United States. For instance, American reference works customarily list **Disraeli** under that name rather than under **Beaconsfield**, but they will list **Lord Halifax** under **Halifax** rather than his family name of **Wood**. British publications, however, tend to list such persons under their titles rather than their family names, no matter which is better known. Often the question of which name a person is better known by is a toss-of-the-coin matter. Editors avoid such difficulties by including a cross reference under the name not used for the entry title.

When a person has two names, the second is normally given as a subtitle, as:

TWAIN, MARK, the pen name of Samuel Langhorne Clemens

DISRAELI, BENJAMIN, 1st Earl of Beaconsfield

HALIFAX, EDWARD FREDERICK LINDLEY WOOD, 3d VISCOUNT

b. **PLACES.** Titles of geographical entries present, in general, fewer difficulties than those in any other category. Generally speaking, the title used is the name by which a place or area is best known. In most cases, this rule operates quite easily. There are some special rules, however:

Countries or similar large areas are normally listed under their common names rather than under their official or governmental name; for example, ARGENTINA, not ARGENTINE REPUBLIC, and BRAZIL, not REPUBLIC OF BRAZIL. There are a few exceptions to this rule: For instance, AMERICA would be an improper title for UNITED STATES OF AMERICA. South Africa will normally be found under either UNION OF SOUTH AFRICA or SOUTH AFRICA, UNION OF. The title RUSSIA will usually be limited to Czarist Russia, with the present nation being listed under UNION OF SOVIET SOCIALIST REPUBLICS or SOVIET UNION. Occasional problems exist when countries change their names; reference books still haven't straightened themselves out over whether to call Persia Iran, Ireland Eire, or Siam Thailand.

Towns and cities are usually listed as they are normally pronounced, without inversion. For instance, city names beginning with "Saint," such as St. Paul, St. Louis, etc., are normally entered under "Saint." The same is true of cities whose names are prefixed by "Fort" or by "Mount." A possible exception to this rule is the occasional Spanish city name prefixed by "Ciudad" (city). Some books will list the name under "Ciudad," as CIUDAD JUÁREZ; others will list it under the key name, as JUÁREZ, CIUDAD. A real problem exists with Chinese names, the spelling of which often varies from book to book. I can say only that if you can't find the name listed under one spelling, try all the possible variants until you find it. The same trouble is beginning with Indian place names, since the Indian government changed many official spellings in the past few years. Where two possible names for a place exist, particularly if one name is an anglicized version of the native name, most American publications will list the city under its anglicized name; for instance, FLORENCE, not FIRENZE, and

VIENNA, not WIEN. Oddly enough, however, most map makers tend to use the native name on their maps, placing the anglicized version in parentheses under it, if they give it at all.

In other geographic place names, of islands, bodies of water, mountains and mountain ranges, etc., titles are normally entered under the key name, with the title inverted if necessary. Examples include:

MICHIGAN, LAKE, not LAKE MICHIGAN
WIGHT, ISLE OF, not ISLE OF WIGHT
BAKER, MOUNT, not MOUNT BAKER.

A few exceptions to this rule do exist, such as RIO GRANDE; here the Spanish word for "river" has become accepted as an integral part of the name.

c. **THINGS.** Customs for entry titles outside the biographical and geographical fields are much less formalized. They vary from publication to publication according to the whims and ideas of different editors. I can give you only a few generalized tips to help you locate material:

In some publications titles of "things" are normally given in the singular except when only the plural would be logical. It is important to remember this, since the use of the plural form of a word may radically change its position in an alphabetical listing, making it hard for you to find the entry.

There is no standard practice regarding the entering of names of organizations, schools, etc., which are made up of several words. Some publications will enter such titles under the key word in the name, inverting the title if necessary. Others may not do so. It is often the custom not to invert such titles if they have become well known by their initials; for instance, most books use the title ORGANIZATION OF AMERICAN STATES (OAS), rather than AMERICAN STATES, ORGANIZATION OF.

Some publications may even list such organizations under their initials, particularly if they are commonly referred to in this fashion, such as UNESCO.

Most publications follow a fairly consistent pattern in their listings. You may find some key to this pattern in the book's preface, or you may be able to figure it out by browsing through the work. In any case, if

you can't find material under one title, try to think of possible alternates before you give up looking.

3. *Alphabetical arrangement*

Virtually all dictionary- and encyclopedia-type reference works list their entries in some sort of alphabetical order. Occasionally a work may be broken up into various groupings; but frequently within these groupings an alphabetical organization of entries is still followed.

On the face of it, understanding and following an alphabetical listing seems to be fairly simple. Actually, however, no particular pattern for such organization is used by all or even most reference works. There are, however, two *over-all* systems of alphabetization used in most standard reference sources:

The word-by-word system is still used by a number of older reference works. It was, until recently, very popular with librarians, and you may find your library's catalogue arranged in this manner. Briefly, the system may be explained thus: When a title consists of two or more words, the space that follows the initial word is considered to precede alphabetically any letter that may be added to that word in another title. For example, AMERICAN ART would precede AMERICANA, and AMERICAN LEGION would come before AMERICANIZATION.

The letter-by-letter system is today the most commonly used general method of alphabetization and is being increasingly used in new reference works. Under this system spaces between words in a title are ignored; alphabetization follows the normal order of precedence of the letters in the title, whether they appear in one word or in two or more words.

A comparative example of the two systems is:

Word-by-word

AMERICAN
AMERICAN ART
AMERICAN LEGION
AMERICAN SCULPTURE
AMERICANA
AMERICANIZATION

Letter-by-letter

AMERICAN
AMERICAN ART
AMERICANA
AMERICANIZATION
AMERICAN LEGION
AMERICAN SCULPTURE

The existence of these two different systems would cause little difficulty, except that the basic rules outlined above by no means cover the problems involved. A number of other factors must be taken into consideration. It is in the handling of these factors that reference books vary so greatly in their alphabetical organization.

For example, there is the question of how to regard punctuation within a title. How about hyphenated words: Should the hyphen be regarded as a space? Or should a hyphenated word be counted as one word, with the hyphen ignored? One way of handling this problem appears in the telephone directory, which in most cities at least uses the word-by-word system. I have taken the following listings from the Chicago directory:

Chick-A-Dee Farms
Chick Betty
Chick & Bill tavern
Chick John L
Chick-N-Best poultry
Chick-Rib Restaurant
Chick Stanley
Chickarello Anthony
Chicken Bar The

Obviously here the hyphen has been considered to equal a space: "Chick-A-Dee Farms" precedes "Chick Betty." If there had been a "Chick Aaron" listing, it too would have followed "Chick-A-Dee Farms" because a hyphen follows the "A" in the latter. However, another reference work, also following the over-all system of word-by-word alphabetizing, could have considered "Chick-A-Dee" to be the equivalent of "Chickadee" and placed it between "Chick Stanley" and "Chickarello." Incidentally, you should note here another peculiarity of the telephone-book system: It translates "and" in a name as "&" and ignores the ampersand completely in alphabetizing. (For further notes on how to use your telephone directory, see Chapter 10.)

Another punctuation problem in alphabetical listing of titles is what to do about commas. In the word-by-word system this is not so important, since the comma is always followed by a space. But it presents a real problem in the letter-by-letter sys-

tem: Should the comma be ignored or should it be considered, in part at least, to end the title? In a very few cases the comma may be safely, and usually is, ignored. This is particularly true of books using only one category of titles, such as gazetteers. But when a great many categories of titles are used, as in a general encyclopedia, ignoring the comma will usually confuse the reader more than it will help him. The reason for this is that, if the comma is ignored and alphabetizing proceeds strictly on a letter-by-letter basis, there will be many cases when a title will follow an entry it should logically precede. Thus, ignoring the comma would make LONG, RICHARD, follow LONGFELLOW, HENRY WADSWORTH. To avoid such anomalies, most reference works follow the system—also used in standard library card catalogues—of considering a comma to end a title, at least temporarily.

This does not, however, end the problems; instead, it creates a new one. This is: When the titles of two or more entries are identical, either in their entirety or in that portion that precedes a comma, in what order should they be placed? This problem arises in both the letter-by-letter and the word-by-word systems. The obvious answer, it would first appear, would be that (1) the simple title, without a comma break, should be listed first, and that (2) the remainder should be listed in accordance with the alphabetical order of the words that follow the comma break. But let us see what would happen in actual practice:

LAW
LAW, BONAR
LAW, MILITARY
LAW, MONTGOMERY
LAW, MOUNT
LAW, MUNICIPAL
LAW, SAMUEL

The result here is an unsorted mixture of entries, some dealing with law in the legal sense, some biographies, and one geographical entry. It should also be remembered that this is a relatively brief sample of the confusion that can develop; in some large encyclopedias you will find 30 or 40 entries that have identical titles before a

comma break. Most librarians and reference-book makers feel that the reader can find entries more easily if major categories of entries are grouped together. Thus, in the above example, all the biographies should be lumped together and the legal entries listed in a distinct group.

This question then arises: How should such entries be grouped, and in what order? Different books use different systems, but one enjoys especially wide usage. Reference librarians have found through experience that more people look up biographies than any other group of subjects; that the next most popular category is geographical entries; and that other subjects come third. Thus this order has been evolved: (1) people, (2) places, and (3) things. I have followed this order in appropriate places in this book; it is being increasingly followed in library card catalogues and in all types of reference works. In the above example this order would result in the following:

LAW, BONAR
LAW, MONTGOMERY
LAW, SAMUEL
LAW, MOUNT
LAW
LAW, MILITARY
LAW, MUNICIPAL

This system is not entirely logical from the strictly alphabetical point of view. But it appears to work better in practice than any other system.

Here are a few other points about alphabetizing:

a. The alphabetizing of identical titles within identical categories, such as names of persons, names of places, etc., follows no set pattern. There are some fairly common practices, however:

People of the same surname are listed in the alphabetical order of their given names. When their given names are identical, they are usually listed in chronological order. Entries about persons who have only one name, such as popes and rulers, are normally listed in groups. That is, all popes of the same name will be listed together in chronological order. Then all the rulers of one country will be listed, followed by all the rulers of another country. Where rulers

of several countries have the same name, the various groups are often listed in the alphabetical order of their particular countries; for example: the Charleses of England, of France, of Germany, of Spain, and of Sweden, in that order.

Identical place names are often arranged in a similar fashion. That is, names of towns in the United States will be listed in the alphabetical order of the states in which they are located; names of towns in different countries will appear in the alphabetical order of the countries in which they are located.

There are no rules nor, so far as I can determine, is there any standard practice as to the order of identical titles of things. That is, entries on BEAVER, the animal; BEAVER, a type of hat; and BEAVER, a piece of armor, could appear in any order, according to the editor's wish. However, a number of reference works lump such subjects in one entry, treating separate definitions of the same word in separate paragraphs or in numbered sentences.

b. Apostrophes appearing in titles are ignored in alphabetizing. For example, O'REILLY will be listed between OREGON and ORESTES.

c. Other punctuation marks in titles, such as colons, semicolons, and dashes, are normally regarded as the equivalent of commas, and the titles in which they appear are alphabetized accordingly.

d. In most reference works, names beginning with "Mc-" are regarded as being the same as names beginning with "Mac-" and are alphabetized with them between the "MAB's" and the "MAD's." The single major exception is the telephone directory, which normally separates the two types of names. MAC DONALD will be alphabetized as above, while MC DONALD will be listed between MAZZULLO and MDIVANI.

e. Proper names beginning with "Saint" and "Fort" are sometimes written out and sometimes abbreviated: for example, Louis Saint Laurent, but Oliver St. John; and St. Paul, Minnesota, but Saint-Lô, France. The handling of such names varies. In a few books custom is ignored and such names are always spelled out and alphabetized accordingly. In a few other works,

custom is followed, abbreviations are used, and abbreviated names are alphabetized separately from the spelled-out names. In the majority of reference works, however, the practice is to spell out or abbreviate such names as custom dictates, but to alphabetize such names together, listing them as if all of them were spelled out in full.

4. *Cross references*

The use of cross references in reference works is a highly important device to insure that readers (1) find the information they are seeking and (2) find all the information on a particular subject that is available in the work, even though it appears under several different headings. In many reference books an intelligent system of cross referencing can and often does serve as an adequate substitute for a separate index to the work. Even when a work is well indexed, a minimum number of cross references are needed, since many readers forget to use an index.

In the jargon of reference-book makers there are two general types of cross references—"external" and "internal." An "external cross reference" is one which is listed separately as an entry in itself. It consists of a title which the editor considers a number of readers might look up, expecting to find an entry on the subject. Since there is no entry on that subject under that specific title, the cross reference directs the reader to the entry where he will find the information he is seeking. Cross references, for example, are needed for persons who are known by two or more different names. If a book discusses Mark Twain under TWAIN, you should find a cross reference under CLEMENS. If Disraeli is treated under his title of BEACONSFIELD, you should find a cross reference under DISRAELI. Similarly, geographical entries can often be discussed under two or more titles. You may find DISTRICT OF COLUMBIA cross-referred to WASHINGTON, D.C., and PERSIA cross-referred to IRAN.

In some reference works less important aspects of a major subject will not be treated in separate entries but will instead be included in the entry on the major sub-

ject. In such cases standard practice calls for a cross reference to the major entry from the minor title. For example, you might find:

WHITE HOUSE. See Washington, D.C.

MELVILLE, HERMAN. See American Literature.

In many cases the information you are seeking is discussed under a particular heading in the major entry to which you are referred. In such cases, the cross reference may direct you to that specific subhead, as:

WHITE HOUSE. See Washington, D.C., *Major Buildings*.

MELVILLE, HERMAN. See American Literature, *Nineteenth Century*.

The more specific such cross references can be, the greater help they are to the reader.

"Internal cross references" are those that appear within the body of an entry and direct the reader to another entry. They may be inserted in the text of the entry or appended at its end. Such cross references are of two types, though often both types are identical in the way they are indicated. The most important type is the one that tells the reader where he may find additional information on the subject he has originally sought information on. For instance, an encyclopedia entry on WHITE HOUSE might contain a cross reference to Washington, D.C., where further information on the White House could be found. Or the biography of HERMAN MELVILLE might have a cross reference to AMERICAN LITERATURE, where Melville's writings are further discussed. This type of cross reference helps the reader find all the material in the reference work on the subject that interests him.

Another kind of internal cross reference is the so-called "related subject" type. This type of reference directs the reader to entries on the subjects referred to directly or indirectly in the entry he has just read. It does not necessarily direct him to additional information on the subject he has originally looked up.

Some reference-book editors do not approve the use of this type of cross reference.

They feel that it is misleading, especially when no device is used to make clear to the reader whether he is going to find further information on the subject he originally looked up or merely on the subject to which he is referred. For example, they feel that an entry on WHITE HOUSE should not carry a cross reference to WASHINGTON, D.C., unless the Washington entry contains further information on the White House and, preferably, information not already contained in the WHITE HOUSE entry. They do not feel that it is the function of cross references to lead a reader through a labyrinthine maze of entries in a broad general field of knowledge. They feel that if the reader wants to know more about Washington, he will look it up on his own initiative and does not need the cross reference.

Other editors, particularly of some general encyclopedias, defend the related-subject type of cross reference as a needed reminder to the reader that subjects related to the one he originally consulted are to be found in the work. Both sides probably have some points in their favor. The ideal compromise, of course, would be to use both types of cross reference so long as some device is used to indicate to the reader which kind is being used. In this way he would not be led down the garden path when he didn't wish to stray. A number of encyclopedias now employ such devices.

A number of typographical devices are used in different reference works to indicate cross references. Most external cross references are so clear that they need little study and no discussion here. The devices used to indicate internal cross references, however, vary so much and are so much less clear that they need pointing out. Users of reference works should consult the prefaces of the books they are using to discover what particular devices are used. Cross references at the end of an entry usually indicate the titles referred to by setting the titles in a distinctive type different from that used in the rest of the entry. Thus: "See ADAMS, JOHN; WASHINGTON, D.C." sets the titles referred to in small capital letters. Boldface (very black) type or italics may also be used. When a particular sec-

tion or heading of an entry is referred to, the heading is usually set in a third different type style, as "See WASHINGTON, D.C., *Outstanding Buildings*."

Other devices are used to indicate cross references contained within the body of an entry. Sometimes a title referred to is simply set in a different type style. For example, in this sentence "The WHITE HOUSE was first occupied by President John ADAMS," "White House" is set in small capitals to direct you to that entry; "Adams" alone is set in small capitals to direct the reader to look under ADAMS. Had "John Adams" been set in small capitals, some readers might look it up under JOHN. Instead of small capitals, some books use boldface type. Other books, to make the cross reference entirely clear, and to avoid the difficulty of inverted titles, use only the parenthetical cross reference. Example: "The White House (see WHITE HOUSE) was first occupied by President John Adams (see ADAMS, JOHN)." This method takes up more space, but it is entirely clear. Another type of parenthetical cross reference was for a long time almost standard, but is now falling into disfavor because of its lack of clarity. This is the use of the Latin abbreviation "*q.v.*" or its English translation "*which see*" in parentheses following the title referred to. Example: "The White House (*q.v.*) was first occupied by President John Adams (*q.v.*)."

One further word about cross references: Frequent users of reference works are occasionally annoyed to find (1) that a cross reference which should be in a book isn't there; or (2) that a cross reference that is in the book is "blind," that is, it leads to an entry or section of an entry that isn't there. Such occurrences are annoying and frustrating, and I would like to explain how they happen. Sometimes they are the result of carelessness on the part of the work's editors. However, they are most often the nearly unavoidable result of technical difficulties in reference-book making. For instance, the early volumes of an encyclopedia usually go to press months before the later volumes are ready for the printer. Thus many references to entries in the later volume that should have been included in

the earlier volumes simply aren't known about until it is too late to insert them. Similarly, a cross reference may be made in an early volume to an entry in a later one; at the last moment, the entry has to be changed, but it is too late to delete or change the cross reference. In addition, when material is deleted, added, or altered in a work's revision, it is hard to catch all the consequent cross-reference changes that such revisions require.

5. Indexes

An index can make or break a reference work. Whether a work has an index or not, and whether the index is thorough and well thought out, can mean the difference between a work's being only a fairly useful reference tool or one of the highest utility. Naturally, any book which is not organized in an encyclopedic or dictionary-type fashion must have an index in order to be used successfully as a reference work.

Even the work that consists of entries arranged in alphabetical order with copious cross references can be made considerably more useful through the addition of an index. In a sense, cross referencing is the equivalent of an index and enjoys one great advantage—references are integrated with the text so that the reader is almost certain not to miss them. But indexing has two great advantages over cross references, particularly in a very large work like a general encyclopedia: First, it is done after the main body of the work is completed, whereas cross referencing must almost always be done while the work is in progress. Thus the index can include and point out to the reader all the information in the entire set. It can also refer the reader to a specific page, while the cross reference often can refer only to an entry which may be many pages long. Second, and even more important, an index can pinpoint specific information, while the cross reference can usually refer to a subject only in general terms. Thus the indexer helps the reader by picking out small items of information the cross-reference editor usually misses and by identifying these items so that the reader knows exactly where to go to find the information he is seeking.

Let's take an example: A general encyclopedia's entry on FRANCE would most probably include a half-dozen or so cross references to such entries as FRENCH REVOLUTION, FRENCH PAINTING, FRENCH LITERATURE, FRENCH ARCHITECTURE, and the like. These entries in turn might also include cross references to other related subjects. But an index will bring together under one heading every item of importance on France contained in the encyclopedia, perhaps in a hundred or more different entries. For instance, the entry on ARMY may contain data on the French Army; entries on LEAGUE OF NATIONS, WORLD WAR I, and WORLD WAR II will contain references to French history; and so on. The user of the index thus may make a comprehensive study of France if he wishes to, or a teacher may build a study unit from them.

The mechanics of indexing are in many respects like the mechanics of title selection and of alphabetization. Many of the same principles are involved and, in most cases, the same systems of title selection and alphabetizing are followed in the index of a particular work as in its main body of text. Most indexes are also cross-referenced to some extent. However, many indexes use certain mechanical devices, usually as a space-saving measure, that are peculiar to the index alone. It is wise before using an index to look at the directions that usually precede one. There are a number of common devices. One is the use of special type faces to indicate especially important or special kinds of references. Another is the use of a device to localize a reference; for example, *Encyclopaedia Britannica* divides each page into four quarters for indexing purposes; a reference to "12-391a" means that the information is located in the upper left-hand quarter of page 391 in Vol. 12. Other devices are self-explanatory; for example, the use of the abbreviation "illus." to indicate an illustration. The best indexes have two important characteristics: First, they include subheadings under major headings. The index that gives merely one heading followed by a series of page references is often little better than no index at all, since the reader has no clue

to the particular information he is seeking. Most indexers also arrange their subheads in alphabetical order to simplify use of the index.

Second, the best indexes are duplicative. That is, they do not necessarily limit a reference to one heading. For example, in the best index you will find a reference to French painting under both headings FRANCE and PAINTING. To do his job well, the indexer must be a bit clairvoyant; he must be able to identify himself with his readers so that he thinks of all the headings under which they might possibly hunt for any particular piece of information.

In spite of the many excellent jobs of indexing that have been done for reference works, many people fail to use them. As a child, I had a friend who owned a set of *The Book of Knowledge* for several years before he discovered it had an index. As a result he deprived himself for that time of the set's great values as a reference tool. Many people often fail to note the special index features that many reference books include. Some encyclopedias, for instance *Compton's Pictured Encyclopedia* and *Britannica Junior*, include brief factual data in their indexes. Other books include special separate indexes, such as indexes to illustrations, to first lines, to authors, to titles, that often pass unnoticed. Since an index is the key to the full utilization of a reference work, it should be one of the first things you look for and carefully study when you first use the book.

6. Format patterns

Most reference works adopt special formats of systematic organization of entries in particular categories. For example, biographical and geographical entries will always be prepared according to a specific outline, with each item in the outline coming in a consistently followed order. The use of such formats is of value both to the preparers of the work and to its readers. The editors find it easier to prepare individual entries according to a set pattern. The use of such outlines has two advantages for the reader: it is insurance that specific information on each subject will be

consistently included; and, by becoming accustomed to the pattern, the reader soon knows where to look in a long entry for the particular data he is seeking.

A person who uses any particular reference work frequently should watch for the use of such formats and accustom himself to them, so that he may know what information is available to him and be able to find it quickly. He may also find special uses for these outline formats, such as the development of study and research plans for his own purposes.

7. *Bibliographies*

Guides to sources of information on specific subjects appear in reference works in two forms. A large number of reference works are wholly or primarily bibliographies; these are described and their uses discussed in Chapter 9. In addition, a great many other reference works, though not primarily bibliographical in purpose, do contain bibliographies of varying lengths and values. In reference works consisting of alphabetically arranged entries, bibliographies are frequently found appended to entries. In other works, bibliographies appear at the end of sections or chapters or in a single group as an appendix to a work.

For study of a broad subject field you will probably find the sources devoted entirely or primarily to bibliography the most useful, since their listings have usually been most carefully selected, are generally comprehensive, and are usually annotated. Bibliographies in other reference sources normally consist of little more than a citation of a work, its title, author, and sometimes date, publisher, and place of publication. It is not always possible thus to determine the availability, the technical level, or the general reliability of many of the works so cited.

These bibliographical citations, however, do have certain values. Frequently they represent the sources of information used by the author or authors of the work in which they appear. Thus you can use them to confirm facts and to find expanded treatment of points of fact discussed in the original source. These bibliographies pro-

vide a useful starting point for extended research in a broad subject field, since most of the works they cite will also cite additional sources of information.

In addition, bibliographical citations appended to reference-work entries of a minor nature frequently are the only existing bibliographies on such subjects. This is particularly true of the bibliographies attached to biographies of persons of relatively minor note to be found in many general and specialized biographical sources.

8. *Tabular information*

One of the most valuable devices used in reference works to convey factual data is the use of tables, either in conventional typographic or in graphic form. A table has two advantages over straight text: It allows the presentation of a great number of statistics in much less space and in a much more readable form. And it presents a comparative analysis of statistics or other facts in a way which can at best be done only clumsily, if at all, in regular text.

Two points about tables should be noted: First, many reference books cite the sources of the statistical information they use in their tables. Thus, if you are looking for a source of extensive statistical information on any particular subject, checking the credit lines in the tables used in a general reference work is often a good way to locate such a source. Second, indexers of a reference work have a habit of skipping tables when they compile their indexes; at best, they seldom do more than index the title of the table. This is understandable. Tables include such a multiplicity of items that if each were indexed, the index would grow to unmanageable proportions. Unfortunately, many users of reference works do not realize this fact, and so fail to find information they are seeking. Thus, if you are looking for an item which might be given in a table and do not find it indexed, you should not give up the search. Look first at entries which might include tabular information or for index references to tables in the general field in which you are interested; you will often find what you are looking for.

9. Other mechanical techniques

In the publication of any reference work numerous mechanical devices are used. A number of these are developed by the work's editors to handle special problems limited to the particular work. In almost all cases these devices are described in the forematter of the work, and you can learn their meanings by reading this forematter. Most other devices, such as the use of italics, quotation marks, and other systems of punctuation, are matters of "style" and are fairly standardized. Most of them follow practices we were all taught in high-school English courses. To refresh yourselves on them, I suggest you study *A Manual of Style*, published by the University of Chicago Press, 11th edition, 1949. This manual, though originally devised for the guidance of the editors of this particular publishing house, has since its first publication in 1906 become a stylistic bible for the vast majority of publishing houses in the United States. While it doesn't answer every question of style, it comes very close to doing so.

In addition, the following should be noted:

a. **ABBREVIATIONS.** Every work follows its own system of abbreviations, and most note the abbreviations they use in their forematter or elsewhere. I have already discussed the use of *q.v.* in the material on cross references earlier in this chapter. The use of *op. cit.* and *ibid.* in bibliographies and footnotes will be treated in detail in Chapter 4. Other special abbreviations commonly found in reference works are noted below.

b. **BIRTH AND DEATH DATES.** Biographical material comprises a very large part of the total reference information available. Since birth and death dates are almost universally included in such material, a number of common styles of giving this information have developed. Most common perhaps is the simple system of giving these dates in parentheses following the person's name, as "(1874-1946)." If exact dates are given, the form commonly used is "(May 7, 1874-Dec. 1, 1946)." In addition, a number of abbreviations are often used, either

to clarify information or to denote absence of exact information. These abbreviations include:

- b.—born, as "b. 1874" or "born in 1874"
- d.—died, as "d. 1946" or "died in 1946"
- m.—married, as "m. Elizabeth Mills" or "married Elizabeth Mills"
- ca.—"circa" or "about," as "b. ca. 1874" or "born in about 1874"
- ?—used after a date to indicate that the date is probably right but that there is some question about it, as "b. 1874?" or "1874?-1946." The question mark may also be used as a substitute for a date when one date is known and the other is not, as "?-1946," which translates to "date of birth unknown; date of death 1946."
- fl.—"floruit" or "flourished," to indicate the approximate date when a person's career was at its height, as "fl. 1215" or "fl. 1215-1240." This form is used normally only when neither the birth nor death dates are known.

For a full discussion of biographical reference material, see Chapter 14.

c. **POPULATION FIGURES.** The form used for giving population figures in geographical material depends largely on what type of information is available:

When an exact population figure is available from an official census, this is normally indicated by giving the date of the census. For example: "population (1950), 31,417" or "population (1950 census), 31,417."

When no census has ever been taken, or when the latest census was taken so long ago as to have little meaning in present terms, some sort of estimate is often used. In many cases there is a dated "official estimate," made by some governmental body or by the United Nations. Such an estimate may be indicated in a number of ways; for example: "population (off. est., 1952), 17,400," or "population (UN est., 1955), 18,000." Sometimes no official estimates are available, but valid estimates have been made by unofficial sources; such sources, for example, are about the only ones available for cities and areas behind the Iron Curtain, where census results are seldom published. These may be indicated either as "population (unoff. est., 1955),

25,000" or "population (1955 est.), 25,000."

When neither official census figures nor official dated estimates are available, the editors usually give what appears to be the best available estimate. They will usually indicate such estimates as "population, about 20,000." Estimates almost always are, and properly should be, stated in round numbers. An "exact estimate" is a contradiction in terms.

For further discussion of geographical material in reference works, see Chapter 15.

d. **CREDIT LINES.** Reference works obtain many of their illustrations from a variety of sources, such as picture agencies, museums, commercial organizations, and governmental agencies (see Chapter 13). In such cases the reference work usually must credit the illustration to the source

from which it was obtained. These credits normally appear in small type adjacent to the illustrations to which they refer. These credits are usually of little interest to most readers, but they do have some reader value. For people who are looking for the source of a particular illustration or type of illustration, searching through reference works is often one of the easiest ways to locate such sources. It should be noted, however, that credits indicate only the *source* of an illustration; they do not necessarily indicate anything about the picture. For example, the fact that the reproduction of a painting is credited to the Metropolitan Museum of Art does not necessarily mean that the painting hangs in that museum. It may mean only that the Metropolitan had a reproduction of the painting which it gave to the reference work for further reproduction.

Persons, firms, and organizations that make extensive use of reference sources inevitably acquire those sources they find most useful for frequent consultation. One of the aims of this book is to help you pick out those works you want for your private collection. But few of us can afford all the reference books we need. From time to time you will find your own sources inadequate. To find the facts you want you have to go elsewhere. Normally, the best place to go is the nearest library open to you. Most frequently this is the public library in your town or city.

The earliest libraries were designed almost entirely to be storage places for books. The libraries of ancient Egypt and Babylonia could be used only by a few members of the ruling classes. This concept of a library's function was continued in Greece and Rome. Indeed, both the Latin and the Greek words for library meant simply "a repository of books." This attitude that books should be *kept* in a library rather than *used* endured until the last century or so. It is perhaps significant that the largest library in Great Britain is called the *British Museum*.

But the past hundred years have seen a revolution in the concept of the purpose and function of a library. This has been especially true in the United States, where the creation of public libraries in every sense of the word has been encouraged. Today, thanks in part to Andrew Carnegie, almost every town of any size has its public library. A number of these, in New York, Chicago, Philadelphia, and other cities, rival in the scope of their collections the largest national libraries of Europe. Almost all of these, even in the smaller towns, are far ahead of their European counterparts in their adoption of ways to facilitate use of books and in their development of special library services.

The use of book-checking machines and mechanical devices for bringing books from the stacks to the check-out desks has cut the time involved in obtaining and returning books. Fewer books remain in closed stacks; more are immediately accessible to you—in general stacks, on reference-room

• 3 •

HOW TO USE LIBRARIES

shelves, and in special collections of books on art, science, music, and education. Libraries now contain many items seldom found in them a few years ago. These range from out-of-town telephone directories to college catalogues, records and sheet music, vocational data, pamphlets and brochures, and art reproductions. Libraries now try to make their patrons more comfortable with improved lighting and with special rooms fitted out with easy chairs for lounging and browsing.

Great strides have taken place in improving library services. Perhaps the most notable advance for you is the increase in the number of specially trained reference librarians, whose sole function is to help you find the information you want. The development of union catalogues and the improvement in library exchange services mean you are no longer limited to the facilities of your own library. Improvement in library cataloguing techniques and the development of extensive indexes to periodicals have opened great bodies of information to easy access. Many libraries now offer you typewriters for use; some will photostat at low cost material you want to take home. Microfilming of books, newspapers, and other periodicals not only reduces the library's storage problems but

also makes it easier for you to use such sources.

All this is intended, quite frankly, to sell you on using your available libraries more frequently. Obviously, use of your libraries and knowing how to take full advantage of their resources is the vital first step to your full use of reference works. I can describe here only in general terms how to use the particular library or libraries that are available to you, for of course there is no such thing as a "typical library." But the growth of librarianship as a profession has led to the development of standard library practices. Thus most of the pointers to the use of libraries in general will apply to individual libraries as well.

How a library is organized

Basically, a library consists of a collection of books arranged according to a system. In a small library all the books may be placed on open shelves, arranged alphabetically by the names of their authors. In larger libraries most of the books will be kept in closed stacks, and will be filed according to some standard system, most probably the Dewey Decimal System.

But, as I have already said, libraries are tending to put more and more of their books into special collections on open shelves. A typical large library has a general reference room and a number of special rooms featuring books on science and technology, business subjects, art, music, education, and the like. It will also have a reading room for newspapers and periodicals, often equipped with microfilm-viewing machines, a foreign-books room, a children's room, and a young people's room. With few exceptions, you are quite free to take books off the shelves of these collections and read them at the study desks. Sometimes particularly valuable books are kept locked up in glass-covered cases, as well as certain medical and sex books the use of which the librarian wants to supervise.

You are seldom allowed to check out books kept in the general reference room; they must be kept there because they are in such constant demand. But you can often check out books from the more spe-

cialized reference rooms. In browsing through both general and specialized reference collections, you will usually find the books arranged according to the system in use throughout the library. That is, if the library uses the Dewey Decimal System for indexing its general collection, it will probably use the same system in organizing its special collections. In many cases each collection has its own card catalogue located in the room in which it is housed. Duplicates of these cards will also be found in the main card catalogue to the entire library, which you will usually find housed near the general reference collection.

The general reference room

For most of your reference needs you will find this room the most useful. In a small library there may be only one reading room, which will double as the reference library. This room will commonly have open shelves containing as many as a thousand or more commonly used reference works, such as encyclopedias, dictionaries, atlases, biographical dictionaries, handbooks, and other specialized reference books. In the larger libraries you will often find commonly used specialized reference works not only in the special sections but also in the general reference room. For instance, you might find *Grove's Dictionary of Music and Musicians* in both the music collection and on the general reference shelves. Your only obligation in using these books is not to hog them, not to maltreat them, and not to get them out of place. Most librarians prefer that you not return them to the shelves after you use them, but rather leave them on the tables for an attendant to put back. Most general reference rooms also have a call desk where you can ask for books kept in the closed stacks.

The reference librarian

In the larger public libraries, as well as in most school libraries, there are a number of librarians whose chief function is to help you find whatever information you are seeking. In the largest institutions the head reference librarian usually keeps his desk in the general reference room. He often has

his own personal collection of reference books he finds most useful for answering questions. He usually has a number of assistants; and other reference librarians, often specialists in particular subjects, supervise the special collections and help their users.

Here are a number of rules on how to use reference librarians, all suggested to me by representative members of the profession:

Rule 1. Don't be afraid to approach a reference librarian; that's what he's there for. In fact, if not enough people use his services, he'll be out of a job.

Rule 2. Not every employee of a large library is a reference librarian, so don't be surprised or annoyed if you get sent to another desk.

Rule 3. Don't expect the reference librarian to answer your research questions for you. He may be able to do so if they are simple ones, but his function is primarily to lead you to likely sources, not to do your research for you.

Rule 4. Be specific in your questions and requests. Don't say, "I want to find out something about China" when what you mean is, "I want to find out how the Chinese cook rice." You'll find what you want a lot more rapidly if you make your request as specific as possible.

Rule 5. Don't be afraid to come back if you don't find what you want in the first source the librarian recommends. The fact that he sent you to a specific book doesn't mean that what you want is necessarily in it or that it is the only possible source in the library. It only means that he considered it the most likely source of the information you are seeking. If you miss the first time round, he'll probably know of other sources for you to investigate.

Book-classification systems

When any library has more than a few hundred volumes in it, some system of arranging these books must be followed so that individual volumes can be located easily. It isn't essential that you understand library classification systems in order to use libraries effectively. At most, you need only be able to identify whatever classification number is being used so that you can copy the number off a catalogue card onto a call slip in order to obtain the book. But

if you are going to use reference sources extensively, particularly if you do much independent browsing through open stacks in special library collections, you will find what you are looking for much more easily if you understand at least the basic rudiments of commonly used library classification systems.

There are a number of ways in which books can be arranged in a library. In some of the older European libraries each book was—and in some cases still is today—assigned an individual number when it was first acquired. This number often indicated the specific room in the library, as well as the specific section, tier of stacks, shelf number, and place on the shelf where the book was permanently housed. This was an adequate system for housing books, but it had obvious drawbacks. For one thing, it attempted no logical sorting of books according to subject, author, or any other principle of communality. For another thing, extra copies or later editions of the same book, acquired at later dates than the first copy, were seldom filed together. In other words, the system worked all right in housing books and providing ready access to each book in the library, but it discouraged use of the library for study of groups of books.

A system commonly used in small libraries, and even in large libraries for certain types of books, is the arrangement of books in alphabetical order either by their titles or their authors, primarily the latter. You will most frequently find this system used in the arrangement of books of fiction, which are normally not classified under the commonly used classification systems.

However, in nearly all medium-sized to large American libraries you will find all nonfiction books arranged according to one of two systems. These are the Dewey Decimal System and the Library of Congress system. Anyone who uses libraries frequently should understand the basic nature of these systems.

THE DEWEY DECIMAL SYSTEM is by far the more important for you to understand, since it is used in probably more than 90 per cent of all American libraries and is

taught in all library schools. It is a system which can be adapted to the organization of many types of material other than books. For instance, I have used it effectively in organizing a file of illustrations. The Dewey Decimal System was devised by Melvil Dewey in 1873 to fit the library at Amherst College. Naturally, the system has its imperfections, mostly the result of the additions to libraries of many books on subjects completely unfamiliar to any library in 1873. To meet these imperfections the Dewey system undergoes constant revision. This is carried out by the Lake Placid Club Education Foundation (now connected with the Library of Congress), an organization to which Dewey gave copyrights on his system and which he charged with maintaining and improving it. Periodic revisions of the system are published. The 15th edition, revised, of *Decimal Classification and Relative Index* (Lake Placid Club, Essex Co., New York: Forest Press, Inc.) appeared in 1952. The foundation plans to publish a 16th edition in 1958. This book lists all the numerical breakdowns in the classification system and indexes them under about 35,000 subject headings. Smaller libraries can get along with an abridged edition which has about half as many index subject headings.

The basis of the system is the division and subdivision of all subjects of nonfiction books into categories, subcategories, and sub-subcategories. Each category bears a specific identifying number. There are ten major subject headings, which bear three-digit numbers in even hundreds; that is, 000, 100, 200, etc. Each of these headings has nine general subheadings, each bearing a three-digit number ending in even tens; that is, 010, 020, 030, etc. Each of these subheadings, in turn, has nine subdivisions, each ending in 1, 2, 3, etc. Where further subheadings are needed, they are designated by the addition of one, two, or sometimes three numbers following a decimal point. For example, *Webster's Geographical Dictionary* carries the Dewey Decimal System number 910.3. The "900" group is reserved for history, which also includes geography and biography. The "910" is used specifically for geography and travel

in the general sense. The ".3" is added because the book is a dictionary and ".3" is the numerical designator for general reference works in specialized fields (".03" would have been added if the main designator had not ended in a "0").

No one but experienced library cataloguers can be expected to carry around in their heads more than a few of the Dewey numbers. However, anyone who uses library shelves much of the time should learn the basic numbers in order to save himself time. For that reason I am listing below the "hundreds" and "tens" of the system:

- 000 GENERAL WORKS
 - 010 Bibliographical Science and Technique
 - 020 Library Science
 - 030 General Encyclopedias
 - 040 General Collected Essays
 - 050 General Periodicals
 - 060 General Societies; Museums
 - 070 Journalism
 - 080 Collected Works
 - 090 Book Rarities
- 100 PHILOSOPHY; ESTHETICS
 - 110 Metaphysics
 - 120 Metaphysical Theories
 - 130 Fields of Psychology
 - 140 Philosophic Systems
 - 150 Psychology
 - 160 Logic
 - 170 Ethics
 - 180 Oriental and Ancient Philosophy
 - 190 Modern Philosophy
- 200 RELIGION
 - 210 Natural Religion
 - 220 Bible
 - 230 Systematic or Doctrinal Theology
 - 240 Devotional Theology
 - 250 Pastoral Theology
 - 260 Ecclesiastical Theology
 - 270 Christian Church History
 - 280 Christian Churches and Sects
 - 290 Non-Christian Religions
- 300 SOCIAL SCIENCES; SOCIOLOGY
 - 310 Statistics
 - 320 Political Science
 - 330 Economics
 - 340 Law
 - 350 Public Administration
 - 360 Social Welfare
 - 370 Education
 - 380 Commerce
 - 390 Customs

- | | | |
|-----|-------------------------------------|----------------------------------------|
| 400 | LINGUISTICS | 870 Latin and Other Italic Literatures |
| | 410 Comparative Linguistics | 880 Greek and Hellenic Group |
| | 420 English Language | Literatures |
| | 430 German; Germanic Languages | 890 Literature of Other Languages |
| | 440 French; Provençal | |
| | 450 Italian; Rumanian | 900 HISTORY |
| | 460 Spanish; Portuguese | 910 Geography |
| | 470 Latin; Other Italic | 920 Biography |
| | 480 Greek; Hellenic Group | 930 Ancient World History |
| | 490 Other Languages | 940 European History |
| 500 | PURE SCIENCE | 950 History of Asia |
| | 510 Mathematics | 960 African History |
| | 520 Astronomy | 970 North American History |
| | 530 Physics | 980 South American History |
| | 540 Chemistry; Crystallography; | 990 History of Oceania |
| | Mineralogy | |
| | 550 Earth Sciences | |
| | 560 Paleontology | |
| | 570 Biological Sciences | |
| | 580 Botany | |
| | 590 Zoology | |
| 600 | APPLIED SCIENCES | |
| | 610 Medical Sciences | |
| | 620 Engineering | |
| | 630 Agriculture | |
| | 640 Home Economics | |
| | 650 Business and Business Methods | |
| | 660 Chemical Technology; Industrial | |
| | Chemistry | |
| | 670 Manufactures | |
| | 680 Mechanic Trades; Amateur | |
| | Manuals | |
| | 690 Building Construction | |
| 700 | ARTS AND RECREATION | |
| | 710 Landscape Architecture | |
| | 720 Architecture | |
| | 730 Sculpture | |
| | 740 Drawing; Decorative Art | |
| | 750 Painting | |
| | 760 Prints and Print Making | |
| | 770 Photography | |
| | 780 Music | |
| | 790 Recreation | |
| 800 | LITERATURE | |
| | 810 American Literature | |
| | 820 English Literature | |
| | 830 German and Other Germanic | |
| | Literatures | |
| | 840 French, Provençal, Catalan | |
| | Literatures | |
| | 850 Italian, Rumanian, Romansh | |
| | Literatures | |
| | 860 Spanish and Portuguese Litera- | |
| | tures | |

Some libraries using the Dewey system do not give every book a Dewey number; for example, they may prefix all biographies with a "B" or file essays along with works of fiction according to their authors' names. Other libraries may also depart from the Dewey system in indexing specialized collections. A number of books are hard to classify according to Dewey; that is, they may be properly listed under more than one number. Here the book ends up with the index number the particular librarian felt it should have.

Obviously, the Dewey system does not solve all problems of book classification. It does not provide a way to distinguish between books having the same subject classification numbers. In order to do this, to give each separate book a distinctive number, libraries add to the Dewey number a further designation known as the "Cutter" number, after Charles A. Cutter, a Boston librarian who devised the system. The Cutter designation is normally placed below the Dewey number on a book's spine and on the catalogue cards referring to the book. The two designations together make up the book's call number.

The Cutter designation is based on the initial letter or letters of the surname of the book's author or editor, or, where one is lacking, of the book's title. The Cutter system does not assign a universally used designation to a specific author but rather provides a basis by which each library may lay out its own system. There are three basic tables for the system, each distributed by the H. R. Hunting Company of Springfield, Massachusetts. For small libraries

there are "two-figure tables," and for larger institutions "three-figure" and "four-figure" tables. Here's how a "two-figure" table would work: A library receives a book written by John Doe. The Cutter designation begins with "D," to which is added the Cutter numerical division for "Doe" of "67." So the total designation is "D67." A book subsequently received, written by Charles Doe, would receive the designation "D671." Another book, written by James Doerr, might be marked "D673." A second book, written by the same John Doe, would be designated by the first letter in its title as "D67N." Each library will evolve its own system to suit its own needs.

THE LIBRARY OF CONGRESS CLASSIFICATION system is in use, as its name implies, at the Library of Congress, which apparently finds it a more precise method of classification than the Dewey system for its enormous collection. You may also find it in use in a few other libraries, particularly some university libraries and highly specialized institutions. If your library uses Library of Congress catalogue cards, you will find the Library of Congress Classification number at the bottom of the card prefixed by the words "Library of Congress" or "L.C. Class."

Most of you will have little use to know much about this system, since you will come across it in so few libraries. Librarians do find an understanding of it to be time-saving in picking a Dewey classification number for new books, since they can pick the proper subject heading from this number without bothering to study the book. (Many Library of Congress cards now also carry the "universal" Dewey number.) About all you need to know about it is this: Like the Dewey system, the Library of Congress system divides all subjects into major and minor groups. There are 21 major groups, each designated by a single capital letter ("I," "O," "W," "X," and "Y" are not used). Subdivisions of each of these headings are indicated by numbers of from one to four digits, as "CC260." To this designation is added an author or title designator similar to the Cutter system's, as "CC260.A20." If you want to know more about this system you can purchase

a descriptive pamphlet under the title "Outline of the Library of Congress Classification" from the Government Printing Office.

The card catalogue

While you may be able to get around in a library without knowing much about Dewey Classification numbers or other such systems, you won't get very far without understanding a library's card catalogue and how to use it. For the card catalogue is the index to the library, arranged on cards for convenience's sake, because it is being constantly revised and enlarged.

Each book in a library should be indexed three ways—under its author's name, its title, and its main subject. Many libraries use Library of Congress cards for much of such indexing. The Library of Congress receives copies of all books copyrighted in the United States and prepares its own catalogue card for each publication so copyrighted. Copies of these cards are then sold to libraries that want them. They add to these cards whatever data they wish, such as call numbers, subjects, etc., and then file them in their own card catalogues.

Here is how a sample, but purely fictitious, Library of Congress card might appear:

Baxter, Charles Warner, 1871–1943

Making your garden grow, the principles of landscape gardening, by C. W. Baxter, 2nd ed., completely rev. Garden City, N.Y., The Gardener's Publishing Company, 1937.

xxii, 537 p. including front., illus., 20 cm. \$4.95. First published in 1934.

Contents—Flower gardens—Formal gardens—Rock gardens—Hedges—Planting Table—Index.

1. Landscape gardening. 2. Flowers. 3. Gardening. I. Title.

Below this would appear certain cryptic symbols which are important only to the librarian.

This card gives you a lot of information: the name of the author and his birth and death dates; the title and subtitle of the book, its edition, publisher, and place of publication, and dates of both editions.

The second paragraph gives you the number of pages numbered in small Roman numerals (forematter) and in Arabic nu-

merals (main body of the text). The fact that there is a frontispiece and that the book is illustrated is noted, as well as the book's price and its height in centimeters.

The third paragraph, which does not always appear on each Library of Congress card, sketches the book's contents, noting such special features as the "Planting Table" and the index.

The fourth paragraph notes the general subjects under which the book is indexed in the Library of Congress catalogue.

Your library will index this book under the author's surname, under its main title, and probably under the same subjects as does the Library of Congress. It will type in the name of the book and the various subjects at the top of the cards used for that purpose. The library's own call number will be noted in the upper left-hand corner of the card. Along with this number may be noted the location of the book in the library if it is not normally kept in the main stacks. For example, the symbol "Ref." might be used to indicate that the book is kept on the open general reference shelves, or "Bus." to mean the book is to be found in the Business Library.

All card catalogue cards are filed alphabetically with subjects, titles, and author's names mixed together. The American Library Association today advocates the use of the letter-by-letter system of alphabetization (see Chapter 2), but many libraries have not yet changed over from the formerly preferred word-by-word system.

In addition to the three principal types of cards in card catalogues—that is, subject, title, author—you will find a number of variations. Major subject headings are often subdivided: e.g., FRANCE—Agriculture, FRANCE—Economic Life; FRANCE—History, etc. You will also find many cross references sending you from one title to the title under which a book or books have been indexed. For example, you might be sent from SPY to ESPIONAGE. Or these may be "see also" cross references to send you to another, closely related subject. You may also find cards referring you to portions of books. This will be true especially when several authors prepared a book, or when

a book consists of an anthology of writings on various subjects.

Your success in using a card catalogue is, of course, limited by the care with which it has been prepared. The best catalogues will be found in the well-endowed university and specialized libraries. But even the average card catalogue will pay dividends if you approach its use with intelligence and imagination. Your greatest difficulty will be in trying to guess under what subject the information you are seeking is indexed. If you don't find what you are hunting for under one heading, rack your brains until you light on the heading your librarian used. Most of the time it doesn't prove too difficult. If it does, then by all means consult your librarian.

A useful guide to book catalogues and their use is the book *Book Catalogues: Their Varieties and Uses* (Chicago: Newberry Library. 1957. 296 pp.). Part I of this work describes the four types of book catalogues, including dealer and publisher catalogues as well as private and institutional library catalogues. Part II discusses how to use each type effectively. Part III lists sources of lists of each type of catalogue, and Part IV lists "catalogues of private libraries that bibliographers writing between 1670 and 1824 have recommended."

Other indexes

The card catalogue is not your only key to the contents of your library. Even the best card catalogue has its inadequacies. Its chief defect is that in most cases it includes only the subjects *of* books, not all the subjects discussed *in* books. Thus a book on North American Indians might contain a very useful discussion of wampum, but few card catalogues would have a subject card for this book indexed under wampum.

There are a number of other guides to a library's contents which you should learn to use. For example, you may find that your library's reference librarian has his own card catalogue, developed out of his own experience. That is, he will have carded for his own use the best sources of information on many different subjects. These may include subjects which are important but

about which few or no special books have been written. Through his years of answering people's queries he has found sources containing the needed information, and he has carded these sources. Most librarians will be glad to let you use their special card files.

In addition, as we have mentioned, most special collections in libraries have their own card catalogues, both complementing and supplementing the main catalogue. In a number of such catalogues the index of subjects is considerably more detailed than it is in the main library catalogue.

In Chapters 8 and 9 you will find described in detail the numerous guides to periodical literature and the various guides and indexes to books. A knowledge of these guides and indexes and an understanding of how to use them are essential to effective use of any library. Virtually no library card catalogue contains any reference to magazines or newspapers. All of this material must be located through such guides as *The Reader's Guide to Periodical Literature* or indexes to more specialized and scholarly publications. Such publications as the *Cumulative Book Index*, *Subject Guide to Books in Print*, and the *Book Review Digest* as well as the many specialized bibliographies are useful guides to the types of books available in the field in which you are interested.

Many libraries also maintain a special catalogue of the various materials available in pamphlet and booklet form, contained in what is known as the library's "vertical files." These files and their accompanying indexes may be scattered around a large library in various collections, or they may be concentrated at one point with one main catalogue. Ask your librarian about this type of source material.

Special and specialized libraries

The growth of special and specialized libraries in the United States has been phenomenal in recent years. This development is of particular interest to all people engaged in research, for many of these libraries represent the first attempts to concentrate in one collection source materials

in many different fields. Examples of such libraries are the Pure Oil Company's library in New York and that of the Armour Research Foundation in Chicago. The American Library Association maintains an extensive library at its national headquarters in Chicago. Most bar associations in major cities maintain libraries for their members' use. Most of these libraries are maintained as private collections of manufacturing and industrial research firms, of other commercial firms, of organizations and associations of all types. Few are open to indiscriminate use by outsiders, but many of these libraries may be used by persons outside the operating organization who have legitimate need to do so.

I have used the term "specialized libraries" to distinguish collections of books in particular fields that are open to the public freely or on a limited basis. Many such libraries exist as separate collections within a major public or school library. Examples include the Geological Survey Library at the University of Oklahoma and the unique collection of house organs at the Carnegie Library in Pittsburgh. Other specialized libraries exist as separate organizations, such as the Crerar Library in Chicago and the Huntington Library at San Marino, California. Many such libraries are most cooperative in the matter of interlibrary loans; that is, they will send you material if you request it through your own library. Others require that you use their materials only on their own premises.

Lists of special and specialized libraries within the United States are contained in the *Directory of the Special Libraries Association* and in the *American Library Directory*, published by the R. R. Bowker Company. Furthermore, these directories contain indexes to these collections under the main subjects in which each specializes. Through these publications you can quickly locate the likely source or sources for any special material you are seeking. I have described in Chapter 11 the resources of the Library of Congress and how you may make use of them, as well as discussing other library sources within the U.S. government.

Almost all of us engage in research almost every day, even if it's nothing more than locating a friend's number in the phone book or finding out what time the feature starts down at the Bijou. Such simple, everyday research is different only in quantity and degree of difficulty from the kind of research that goes into the preparation of a doctoral thesis. The basic principles and techniques are the same.

Research can be a lot of fun; it can be fascinating and rewarding. Most people like to read detective stories; a good one is a puzzle that is fun to watch unravel. But you don't have to limit yourself to the vicarious enjoyment of such puzzles. There are plenty of opportunities to investigate and figure out puzzles on your own, not so exciting, perhaps, but equally intriguing. Most people you know who lead active, enjoyable lives are involved in some kind of research project. The person who is wrapped up in a cause is usually so involved because he dug into the background of a particular problem. The person who chats knowledgeably about current affairs usually hasn't limited his reading to the daily papers; instead, he has made extensive research into the "news behind the news." The person who excels at a hobby has won his laurels the hard way, by finding out everything he can that will help him.

I can't teach you how to do research in one easy lesson. Learning research methods is similar to learning how to play the piano. Success in both activities requires three things: knowledge, talent, and practice. Part of the knowledge you need is back-

• 4 •

RESEARCH
AND THE
RESEARCH PAPER

ground knowledge in the subject you're investigating; the rest is research know-how, which I hope this book will help give you. Talent for research might be said to consist of imagination and a logical mind; a good memory will also help. But above all, practice is necessary. Practice will acquaint you with the sources you need and how to use them; practice will also accustom you to fruitful research methods and approaches. The person who undertakes considerable research for the first time usually thinks that every problem, beyond the simplest, is a different one. But he soon learns that most problems are more alike than they are unlike, that there are certain principles of approach that he can apply to the solution of nine out of ten of his problems.

4.1 Some Tips on Research

Though you will soon find through experience many techniques and short cuts to aid you in research, you will probably have as hard a time as I have had in trying to formulate these into clear-cut and coherent principles. Since their application can fit only individual and diverse research problems, it is difficult to state them in general terms. I can try only to make them

as explicit as possible. Here are a few you should find helpful:

1. **LEARN YOUR STANDARD SOURCES AND HOW TO USE THEM.** It is amazing how many college graduates, many of them with master's and doctor's degrees, are totally unfamiliar with the most basic reference sources in their own special fields. I have met literature majors who have never heard

of the "Oxford Companion" series and history majors who are unacquainted with Keller's *Dictionary of Dates*. The blame for their lack of knowledge, I believe, rests primarily with their teachers. The attitude of the scholar, of course, is that he must dig for his basic information in less easy-to-use sources. I grant that a student should not confine his studies to general encyclopedias, that not all reference works are as authoritative as more nearly primary sources. But there is no reason why a student should not use basic reference works in his field, where he may find the backbone information he needs for his work, and by use of which he may save himself countless hours which he could better devote to more profitable study.

It is even more disturbing to find that many professional and business men do not have in their offices and have often never heard of reference works specifically designed to help them in their work. Many sales managers pay hundreds of dollars for mailing lists, when they could find the same lists, often more up to date, in the dozens of directories published each year. Many men in technical work rely on their memories when they could make sure of their facts by consulting a handbook related to their work. And how many offices need, but don't have, a general encyclopedia, *The World Almanac*, an atlas, a gazetteer, or even a good dictionary? And how many offices have these books but never use them?

The first step you must take, if research is an important part of your daily work, is to find out what books are going to be most helpful to you, acquire them, and learn how to use them. In the latter part of this book you will find indexed and cross-indexed under every important subject heading the major reference books in your field available today. Examine these books; if they will save you a few hours of work, they are worth investing a few dollars to buy. And, after you acquire them, study them and learn how to get data from them quickly.

2. **TRY THE EASY WAY FIRST.** This principle is really two principles: You have to think of the easy way first before you can try it; this means establishing the mental

habit of trying to think of the most logical and most accessible source of information. It means, also, that you must know your sources. As an example, in my office one of my assistants once came to me with a problem. He needed to know the special British meaning of a particular term. He had exhausted without success every likely source book he had and was on his way to the public library. Instead, I suggested that he call the local branch of the British Information Services. He did so, and got the answer to his question immediately. Thinking of this very logical source at the outset would have saved him an hour's time.

3. **VARY YOUR APPROACH.** If you can't find the information you're looking for from the easy or the obvious sources, don't give up. Perhaps your trouble is that you're approaching your problem too logically. Remember that reference books are designed to fit the majority of research situations, not all of them. It's quite likely that the information you want is in the source you're consulting but isn't located in the spot you thought it should be. If this is so, you must then think of the other places in which it might be found. I'll try to clarify this with a few examples:

Perhaps the subject is too unimportant to be treated in a separate entry under its own title; if so, try going a step higher by looking up a subject which might include the subject you're interested in. For example, after seeing the movie *Désirée*, I wondered about the historical accuracy of its treatment of this woman's life. I could find no entry on *Désirée* herself (later I found a brief biography of her in *Encyclopedia Americana*), but I did find all I wanted to know in *Britannica's* article on her husband, King Charles XIV John of Sweden.

Similarly, you may find information in sources that at first glance appear to be quite unrelated to your subject. For example, a co-worker wanted to confirm the fact that a particular painting by Titian hung in the Pitti Palace gallery in Florence. He had consulted all the art dictionaries available and had looked through every biography of Titian he could locate, but had not been able to find this painting's location. He was finally led to Baedeker's

Northern Italy, where he was surprised to find a complete listing of all the paintings on view in the various Florence museums.

Perhaps all you need to do is to change your point of view; perhaps you're going at things the hard way. If you wanted to know the exact date of the American capture of Iwo Jima, you might think, "Well, that was World War II, so I'll look up World War II in an encyclopedia." The chances are that such an entry would treat the Iwo Jima campaign only in general terms and fail to give you the exact date you were seeking. You would have done much better to look up Iwo Jima in a good gazetteer or, better yet, to have consulted a yearbook for 1945. You should remember that reference books are usually constructed in the form of a cone: the minute facts are most often to be found in the brief entries on minor aspects of a subject; the broader the subject discussed, the more general will be the information contained in the article.

4. LEARN TO EVALUATE YOUR SOURCES. Sometimes we can or must accept what we find in a single source, because it is either the only available source or because it is an "official" source. But usually it is wiser to confirm a "fact" in at least one other source. Such a process of checking and counterchecking will of course lead you into difficulties, for you will often find quite conflicting information in different sources of presumably equal reliability. You must then decide: Which version should I accept? There are a number of methods you can use, aside from tossing a coin.

First, what kind of source is each of your sources? Are they primary or secondary sources? That is, is one of them based on authoritative research while the other was obviously compiled from other people's research at second or third hand? If so, the former is more probably correct. Obviously you're going to be inclined to accept the

word of a person who has been to Paris on his description of the city over that of a person who has been no nearer to Europe than the Staten Island ferry.

Sometimes, however, you are unable to judge the authoritativeness of the author of what you're reading. Perhaps the work is anonymous, or you know nothing about the author's reliability. In such a case you may be able to base your judgment on what else he says. For example, you may be questioning a date given in two biographies of a noted person. You should check on the other facts given in the two entries. How do they check with the known facts about the person? If one of the entries contains one or more errors that you can confirm, then it seems probable that its version of the fact you're uncertain about is also wrong.

You can continue to check the fact in question. Check it in as many other sources as you can find; you will probably find a clear majority of opinion. This method isn't entirely foolproof. I've already mentioned the fact that reference works tend to perpetuate and to multiply error, each copying the mistake that a forebear has originally made. In some cases you will find that six out of seven sources are wrong, while the seventh's editor has caught the other six's mistake. Such instances, however, are relatively rare, and you can usually accept the opinion of the majority of your sources.

You should also check the dates of your conflicting sources. If one is more recent than the other, perhaps the information in the later one is based on studies not known to the earlier writer. For example, you would probably find that the height given for Mt. Everest in a reference source published in 1955 was different from that given in all earlier sources. That would be because the Indian government announced late in 1954 that new surveys had shown an increase in the mountain's height.

4·2

Some Mechanics of Research

If the research you are doing involves finding only a few stray facts, you need worry little about the mechanics of doing

it. You make a few notes, if you don't trust your memory, and you take whatever action may be based on your findings. But

if you are making a more complicated study of a subject, one that may take several hours, days, or longer, you need to follow some sort of system. Organization of your work will save you time in the long run and will give you more satisfactory results. Fortunately, many people have been doing research for a long time. As a result, they have found the best ways to conduct it. Some basic rules and practices are:

1. **KNOW YOUR LIBRARY AND HOW TO USE IT.** Chapter 3 covers this subject in detail.

2. **KNOW HOW TO USE A BOOK.** For many people a book is like a car; they use it every day but they don't know much about how it is put together. Here are the fundamentals of book construction:

a. *The title page* will give you the name of the book; its subtitle, if any; the name of its author and perhaps some identification of him; the name of editors, translators, or other persons involved in the book's making. At the bottom of the page should appear the place of publication, the name of the publisher, and the date of printing. Check these items carefully; sometimes the fact that the book was originally published in Great Britain is obscured by the use of the name of an American publisher who has brought out a U.S. edition of the work. This fact will usually be made plain in some way on the copyright page. And don't confuse the date of printing with the date of copyright; these two may be quite different. All these data are important to you in identifying the book and its origins.

b. *The copyright page* normally occupies the reverse side of the title page. On it should appear the date of the first copyright granted on the book, plus the dates of any succeeding copyrights, either renewals or on revised versions or new editions of a work. Often this page carries a sort of history of the book in the form of a listing of different printings and revisions and new editions. Some British publications do not carry this information, and often it is hard to find out when such books have appeared. More and more British books, however, are including copyright data. This information has importance for you in placing the book you are using in time, and thus in evaluating it. Don't, however, assume from the

fact that a book has a recent copyright that all its contents are up to date, particularly when it has received one or more earlier copyrights. The copyright office grants a new copyright on the basis of minor as well as major changes and revisions, without distinction.

Copyright information is, of course, important to you if you want to quote extensively from a work in something you plan to publish. Limitations on use of copyrighted materials are often stated on copyright pages. In any case, you should take the precaution of obtaining written permission to use any material still covered by copyright. In the United States almost everything published is copyrighted with the exception of government publications and a few books, pamphlets, and magazines put out by commercial or cultural organizations.

c. *The forematter* of a book may consist of one or more divisions. This book, for instance, contains a table of contents; a preface in which I have described the general purpose of the book and given credit to the persons who assisted me; and a section on how to use the book. I hope you have read this material, for I believe you will get more out of this book if you have. Similarly, you should make the forematter of other reference works required reading if you use them at all extensively.

The table of contents forms an outline of the book's contents. It will tell you the book's scope and it will serve as a quick index to sections that interest you.

Some books contain a foreword written by someone other than the author. These are seldom unflattering, but they often are positively critical in that they point out aspects of the book and its uses that the author's modesty may prevent him from mentioning.

Prefaces written by the author have several values. They indicate what the author is trying to do; they often describe how he has gone about preparing the book, why he has organized it as he has, what purposes he feels it has, what sources he has used. Prefaces often bear a date at the end, a clue to the book's age if the date is missing on the copyright page. New editions of works

often bear new prefaces that describe the extent of revision and the type of changes made in the new edition. All this information can help you in using and evaluating a book.

"How-to-use-it" sections appear in the forematter of many reference works. If the use of a book appears at all complicated, you will save yourself much time and often find matter you would otherwise miss by taking the trouble to read such sections.

d. *The main text* of books varies so widely that it is pointless to attempt to comment on this part of books to any extent. Two points are worth mentioning, however:

Footnotes are used in a great many factual books. They serve two purposes: to offer parenthetical comment and information; and to pinpoint sources of information. Many readers tend to ignore footnotes. A person engaged in serious research will often find the footnotes more valuable than the text, either for the parenthetical information they contain or as a means of evaluating a statement of fact by its origin.

Bibliographies appear in many reference sources, either at the ends of chapters, sections of chapters, or individual entries in an alphabetically arranged source; or in a special section at the end of the main body of text. Some bibliographies are limited to the works the author used in preparing his material; they were his sources. Others include works suggested by the author as valuable for further study in the field he has written about or in tangential subjects. For a person interested in extensive research in any field, the value of such bibliographies is obvious, particularly since many of them are annotated.

e. *Appendixes* of reference works are often the most valuable part of them, since they frequently contain tables or other special compendia of factual data. The casual reader often misses them, but the skilled researcher trains himself to look for them. Most appendixes are listed in the table of contents. Look for them there.

f. *An index* is such a valuable help to the user of a reference work that it seems scarcely necessary to mention it. You

should consult the index particularly if you are looking for specific data on a particular point. The index will not only show you where to find what you are seeking, but it should normally tell you at a glance the extent of information the book contains on the subject that interests you. If an index is at all complicated, be sure to look at the beginning of it for instructions as to its use.

3. **TAKE NOTES SYSTEMATICALLY.** The most important aspect of research is locating the information you need. The second most important aspect is recording the data you find in an organized manner. Systematic note taking is the method researchers have found to be virtually the only way to accomplish this. They have found that it gives them the best results in achievement of accurate and well-balanced conclusions and that it saves them time in the long run.

In any research job that involves many hours of study or the consultation of several sources, recording your notes on cards is the most successful method. Use whatever size card best suits you. If your individual notes are short, 3-by-5-inch cards will do. If you take extensive quotations from various sources, 4-by-6-inch cards will probably prove more satisfactory. Type your notes if you can; many libraries have rooms with typewriters for loan or rent. Otherwise, write your notes carefully; time spent in achieving legibility will cut the time needed in trying to decipher your own writing. Follow these basic practices:

a. When you begin to take notes from any one source, put full bibliographic information on the source on a card. If it is a book, note the full title and subtitle if any; the name or names of the author, editor, translator, or whoever else was involved; the place of publication and the publisher's name; the copyright date, the edition number and other relevant information; the total number of pages in the source. You will need this information later for any bibliographies or footnotes you have to prepare. Write this data on the card in the proper bibliographic style as shown in the next section of this chapter; it isn't any more difficult to do so and it will save you time in the long run.

4.3 PREPARING THE RESEARCH PAPER

b. On cards on which you make further notes from the same source, you need write only the name of the book, the author's name, or some other clue to the identity of the source.

c. Before you write a note, decide what use you are likely to make of it. Are you merely going to use the data for factual purposes or is it likely that you are going to want to quote the source verbatim? If the former, you need only make the briefest notation possible to make the facts you find clear to you later. But be sure you write enough down so that your meaning is clear. If, however, you think you may want to quote the source verbatim, then of course you must copy down the words from the source exactly as you find them. Enclose such material in quotation marks to identify it as a quotation. Check your spelling and punctuation carefully so that you follow the usage in the source exactly. Transcribe

enough of the material so that the quotation's meaning is clear and so that you don't inadvertently use material out of context.

d. In both cases, place at the bottom of the card the number of the page in the source from which you took the fact or the quotation. You will need that later either for footnote purposes or for return reference.

e. Leave some room at the top of the card so that you will have space later for your own comments or guides in organizing your material.

f. Don't, for the sake of economy, try to put too much on any one card. Preferably, you should make a separate card for each fact or each quote you are noting. Sometimes this practice may seem unnecessary, but you will find your note files much easier to handle and your problems of organization much simpler if you follow it.

4.3

Preparing the Research Paper

One of the horrors of most college freshman English courses is the preparation of a research paper. It is a necessary torture, however, since the fundamentals it teaches are used throughout later college years in the preparation of various papers and, in graduate work, in the writing of theses as requirements for advanced degrees. The basic format of the conventional research paper is also something you need to know and follow in many kinds of writing outside schoolwork. Almost any type of serious scholarly or semischolarly writing is cast in this mold, whether it be a book, a business report or survey, a club paper, or any other type of written material based on research. So the fundamentals are a good thing to know and understand.

1. **THE OUTLINE.** When you are preparing to write a research paper, an outline of what you plan to say and how you will organize it is essential. It has two chief values:

a. It will organize your thinking on the subject about which you are writing. It will clarify your ideas. It will show up whatever weak spots there may be in your research.

b. It will provide you with a framework for your writing and for the organization of your notes. Here is where the extra space at the top of your cards will come in handy. You can put in this space the numbers of the spots in your outline where you want to use the notes. Once they have been arranged in order, you can write your paper virtually from the notes.

There are a couple of points to remember about outlines:

a. The traditional order of points and subpoints in outlines is:

- I.
 - A.
 - 1.
 - a.
 - (1)
 - (a)

If you need to make any further breakdowns, you can improvise with a' or a''.

b. Don't make the error in logic of having only one point or subpoint. That is, you can't have a I without a II, an A without a B, and so on. Just remember, anything you divide must have at least two parts.

2. **WRITING THE PAPER.** Every research paper offers its own individual problems. Thus there is little point in going into any detail as to how it should be done. If you have taken your notes carefully, if you have prepared a logical outline, and if you have organized your notes according to your outline, you should have little trouble. The conventional research paper falls into three parts: In the first part, your introduction, you state your subject and summarize in general what you are going to say about it. In the second part, the main body, you state your findings; this part may be divided into as many sections as you find you need. In the third part, your conclusion, you summarize what you have found out and what you think about your findings.

3. **FOOTNOTES.** There are two general types of footnotes:

When you wish to include certain material that is parenthetical or tangential to the principal subject you are writing about, it is better to include this in the form of a footnote. It isn't essential to what you are trying to say, and inclusion of it in the main body of your paper will interrupt the flow and rhythm of your text. Otherwise, except for its placement, it differs in no respect from the rest of your paper.

Any respectable research paper must be documented; that is, it must state the sources of the basic or most important facts you include in it. Such documenting is done with footnotes. These footnotes serve two purposes: They help a reader evaluate your findings and your conclusions. They tell where he can find further information on any point that may interest him.

Certain forms for footnotes have been evolved to make it easier for people to understand and follow them. The following rules are the most important to remember; they will cover the large majority of the footnotes you must make:

a. Footnotes are keyed. That is, a symbol is placed in the text with a corresponding symbol used at the beginning of the footnote. Sometimes asterisks or daggers or some other symbols are used, but most people prefer to use numbers. In a book, these numbers are set in small type; on the typewriter, you merely roll your platen up

so that the number is typed above the line. Similarly, the number beginning the footnote is set above the line.

b. Footnotes normally appear at the bottom of the page on which the original reference appears. Some people put them at the end of sections or chapters or at the end of the book, but most people prefer to have them handy for immediate reference when they come across them in the text. If you place them on the same page, each succeeding page usually has a different set of numbers for its references; that is, you begin with "1" in numbering the first reference on each page. However, you may run your footnote numbers consecutively through an entire chapter or book if you wish. And if you put your footnotes in one long list, you must of course use a different number for each reference.

c. In typing your paper, draw a line between the text and your footnotes. If you can't put all of a long footnote on the same page as the reference, you can carry it over to the bottom of the next page. Normally, each footnote should occupy a separate line. Indent the first line of a footnote, but not succeeding lines.

d. The following is the normal order of items in a footnote to a book: You won't always have all these items in a note, but the fact that you omit an item doesn't change the order of the other items.

Author's name; Christian name or initials
come first
Title of the book
Name of the editor or translator, if there is
one
Number of the edition, if other than the
first
Place of publication
Name of publisher
Date of publication
Volume number, if more than one volume
Number of page or pages on which refer-
ence appears

You will note the proper punctuation in this wholly imaginary example:

¹ J. K. Gooseberry, *History of India*, ed. John Shortfellow (3d ed.; Bombay: India Publishing Co., 1937), II, 395-396.

e. The following is the normal order of items in a reference to a periodical:

4.3 PREPARING THE RESEARCH PAPER

- Author's name; Christian name or initials come first
- Title of the article
- Title of the periodical
- Volume number of the periodical
- Date of publication; either year, month and year, or day, month, and year, whichever is given
- Number of page or pages on which reference appears; if a newspaper, the column number may also appear.

Example:

¹ Michael Varlet, "The Death of the World," *Science Monthly*, XI (March, 1954), 124-126.

f. If two footnotes in a row, on the same page or separate pages, cite references to the same source, you can save time and space in the second by using the abbreviation *ibid.* This stands for the Latin word *ibidem*, meaning "in the same place." No other reference can come between the first reference and an *ibid.* If the second reference is identical to the first, *ibid.* can stand alone. If the page number or the volume and page numbers differ, you must add them; for example:

² *Ibid.*, 49.

² *Ibid.*, III, 75-86.

g. If two or more footnotes refer to the same source, but references to other sources come in between, you can save time in the second by using *op. cit.* This is the abbreviation of the Latin *opere citato*, meaning "in the work cited." The proper order of such a citation is:

Author's surname

op. cit.

Volume number, if any

Page number

You must always repeat the volume number of a book—but not of a periodical—and the page numbers, even if they are the same as in the first reference. Examples:

¹ Gooseberry, *op. cit.*, II, 395-396.

² Varlet, *op. cit.*, 125.

4. BIBLIOGRAPHY. The first purpose of a bibliography is to list all the sources you have consulted in preparing your paper. You may also wish to suggest other sources

that you have used for background information or that you feel some readers may find valuable in further study. Thus your bibliography must include all the sources cited in footnote references; it may include other references. The basic rules for the form of bibliographies are:

a. A bibliography normally appears at the end of a research paper. If the paper has more than one section, separate bibliographies may be placed at the end of each section or chapter, though they need not be.

b. A bibliography may consist of one list or of several. That is, it may be divided in any fashion you think best—into groups referring to different sections or chapters of your paper; into groups according to broad subjects; or into classifications according to types of sources.

c. Bibliographical items should be alphabetized, normally by the surname of the authors. If an item lacks an author, alphabetize it by the initial letter of the title.

d. The items you should put in a bibliographical entry on a book should include the following, in this order:

- Name of author; the surname comes first, with initials or Christian name following
- Title of book
- Edition number, if any
- Number of volumes, if more than one
- Place of publication
- Name of publisher
- Date of publication

Example:

Gooseberry, J. K., *History of India*. 3d ed. 2 vols. Bombay: India Publishing Co. 1937.

e. The items you should put in a bibliographical entry on an article in a periodical should include the following, in this order:

- Name of author; the surname comes first
- Title of article
- Title of periodical
- Volume number
- Date of publication
- Page numbers on which the article appears

Example:

Varlet, Michael, "The Death of the World," *Science Monthly*, XI (March, 1954), pp. 124-130.

f. You can vary this form to suit individual cases. That is, if you wish to refer a reader to only one volume in a two-volume work, you would write "Vol. I" instead of "2 vols." Or if you wanted to refer the reader to specific pages in a book, you would place at the end of the entry "pp. 216-394."

g. The customary style in typing or printing a bibliography is to write the first line

unindented, and succeeding lines indented. Space between each item in a bibliography.

Sharp-eyed readers will no doubt soon note that I have violated conventional style in my bibliographic listings throughout this book. I have done so in various ways because I feel the style I have adopted fits better the special problems of this book than does the traditional format.

4.4

Sources of Research-paper Style Information

If you are preparing a research paper that is at all complicated, you may find that I have not given you enough information on the form in which you should prepare it. In such a case you should find the data you want in one of the following sources:

Bibliographical Citation in the Social Sciences and Humanities. A manual of style for authors, editors, and students. Livia Appel. Madison: University of Wisconsin Press. 3d ed., 1949. 30 pp.

This booklet gives most of the detailed information the writer of the conventional research paper needs to know in arranging and organizing his footnotes and bibliographies. It lacks the specific details needed for scientific treatises.

Bibliographical Procedures and Style. Blanche Prichard McCrum and Helen Dudenbostel Jones. Washington, D.C.: Library of Congress. 1945. 127 pp.

"A manual for bibliographers in the Library of Congress," this work is a how-to-do-it guide for beginning bibliographers, especially helpful for its ample use of examples. The appendix includes tables of abbreviations used in bibliographies among other useful data.

Bibliography and Footnotes, a style manual for college and university students. Peyton Hurt. Rev. and enl. by Mary L. Hurt Richmond. Berkeley: University of California Press. 1949. 167 pp.

This book covers the whole field of the techniques of preparing research papers, both scientific and otherwise. It deals with general text style as well as covering in detail the mechanics of footnote and bibliography preparation.

A Manual for Writers of Term Papers, Theses, and Dissertations. Kate L. Turabian. Rev.

ed. Chicago: University of Chicago Press. 1955. 88 pp.

This booklet, since it first appeared in 1937, has become probably the most widely used of style manuals for writers of college papers. It covers the whole field carefully and concisely and includes many well chosen examples of how such papers should be prepared. It includes material on scientific treatises.

A Manual of Form for Theses and Term Reports, designed for author and typist. Kathleen Dugdale, ed. Bloomington, Ind.: The Author. 1950. 58 pp.

This practical guide to research paper preparation is written perhaps more simply than some others. It includes a number of full sample pages as how-to-do-it illustrations.

A Manual of Style, containing typographical and other rules for authors, printers, and publishers, recommended by the University of Chicago Press, together with specimens of type. Chicago: University of Chicago Press. 11th ed., 1949. 498 pp.

This book, first published in 1906, is the "style bible" of most writers and editors in the United States. Though considerably more inclusive than most writers of research papers will need, it includes almost any point regarding manuscript and book preparation you are likely to want to know about. It discusses how to plan a book; how to prepare copy, including bibliographies and footnotes; how to set up a manuscript; how to read copy and to read proof. It includes exhaustive coverage of such points of style and spelling, punctuation, capitalization, abbreviations, and the like. If you write many works of a serious nature for publication, you need this work for reference.

MLA Style Sheet. William Riley Parker. Reprinted from publications of the Modern

Language Association of America, April, 1951. 31 pp.

This booklet is designed primarily for the use of persons writing papers for publications of the Modern Language Association, but its style rules cover most points of interest to persons preparing any sort of research paper except a highly technical scientific treatise.

Preparing the Research Paper: A Handbook. Robert M. Schmitz, ed. New York: Rinehart & Company, Inc. 3d ed., 1947. 81 pp.

This book discusses the selection of a subject; how to use a library; how to gather material and organize it for use in a paper. Much of its space is devoted to points of style in preparing the research-paper manuscript, and there is a 20-page example of a research paper including samples of most points of interest. It is designed primarily for college students and is rather elementary in its approach.

The Scientific Paper, how to prepare it, how to write it. Sam F. Trelease. Baltimore: The Williams & Wilkins Company. 2d ed., 1951. 163 pp.

This is a handbook for students and research workers in all branches of science. It treats the research problem in these fields in all its aspects, including how to use a library, how to use indexes and bibliographies, how to evaluate data. It discusses the mechanics of preparing a scientific paper, including setting it up for the typesetter. Another section treats good form and usage, style and grammar, footnotes, bibliography, acknowledgments, illustrations, tables, and proofreading. It discusses how to get books reviewed. There is a useful bibliography.

A Student's Manual of Bibliography. Arundell Esdaile. 3d rev. ed. New York: Barnes & Noble, Inc. 1955. 392 pp.

An updated version of a standard work that provides basic instruction in all phases of bibliography preparation. More than 300 reference works in the field are cited in a special section.

The Technical Report, its preparation and use in industry and government. B. H. Weil, ed. New York: Reinhold Publishing Corp. 1954. 492 pp.

This book is designed primarily for workers rather than students, and as such presumes

considerable knowledge on the part of its readers. It discusses not only how to prepare the technical report, with detailed description of the mechanics of doing so, but also how to use them, including building up a library of such material. It is particularly aimed at production engineers, metallurgists, and executives in other technological fields.

United States Government Printing Office Style Manual. Rev. ed. Washington: Government Printing Office. 1953. 492 pp.

Editors and writers who don't use the University of Chicago's *Manual of Style* most probably rely on the GPO's style sheet. Many persons use both, since each publication treats points the other misses. The government publication probably includes more particular points of style than does the other manual, though it is weaker in matters pertaining to strictly academic manuscripts and publications.

Words into Type, a guide in the preparation of manuscripts; for writers, editors, proofreaders, and printers. Marjorie E. Skillin, Robert M. Gay, and others. New York: Appleton-Century-Crofts, Inc. 1948. 585 pp.

This is one of the most useful of general guides to the preparation both of research papers and of books for publication. It is divided into six parts: Part I discusses the technicalities of manuscript preparation, including over-all style, the responsibilities of the writer in preparing his manuscript, as well as legal questions involved. Part II deals with the techniques of reading manuscripts and proofs. Part III treats the mechanics of printing, format and make-up, the problems of typography, the problems of illustrations. Part IV discusses questions of style in detail. Part V is a brief discussion of major questions of grammar. Part VI treats problems of usage, including wordiness, trite expressions, differences in U.S. and British usage, idioms, and spelling. There are bibliographies for each part as well as glossaries of grammatical terms and printing terms; a list of major publishers with the common abbreviations of their names; and a list of foreign words and phrases.

Writer's Guide and Index to English. Porter G. Perrin. Rev. ed. Chicago: Scott, Foresman & Company. 1950. 834 pp.

This book is designed primarily as a textbook for a college English course. For that

reason, it may include more material than you will need as a guide in preparing a research paper. However, you will find little you want to know that it does not include and much that should refresh your knowledge on the proper and successful use of written Eng-

lish. It treats the mechanics of writing as well as the mechanics of research-paper preparation. The index, which includes an alphabetically arranged series of short articles on various matters of language and writing, is especially useful.

PART TWO

Basic Types of Reference Sources

The general encyclopedia is the backbone of all reference work. It is the prototype of almost all our modern reference books. Encyclopedias of a sort were among the earliest of types of writing; they appeared in a number of ancient cultures. Encyclopedists developed most of the devices and systems of organization we now accept as standard in the many different kinds of reference works. Thus, if you understand how encyclopedias are put together and know how to use them well, you have gone a long way toward understanding the structure of most types of reference works and toward knowing how to use them. Similarly, if you have access to a good encyclopedia and use it skillfully, you have already solved many of your reference problems.

What is an encyclopedia?

The word "encyclopedia" is of Greek origin. Its original meaning is customarily defined as "instruction in the circle of arts and sciences." The word has taken on connotations, however, that its coiners probably never intended; we use the word "encyclopedic" to imply a *complete* coverage of knowledge. Most certainly the early encyclopedias did not cover all knowledge completely, even the relatively limited knowledge of their time. No encyclopedia since then has ever covered, or tried to cover, all things known to man.

I would define a general encyclopedia as a summary of general knowledge, organized in such a manner as to make it as easy as possible to find specific subjects and specific facts; its inclusion of subjects and subject matter is limited by its editors' and authors' conception of the needs and interests of the work's intended readers. This definition can also be applied to specialized encyclopedias (sometimes called "cyclopedias"), except that such publications are confined either to a special field of knowledge (*The Encyclopaedia of the Social Sciences*), a particular subject (*The Encyclopedia of Chemical Technology*), or a particular point of view (*The Jewish Encyclopedia*).

An encyclopedia is really a great many

• 5 •

GENERAL ENCYCLOPEDIAS

things. Its contents make it fill some of the functions of a dictionary, a gazetteer, a biographical dictionary, a medical dictionary, a history textbook, a statistical abstract. A good encyclopedia is an excellent substitute for a reference library comprising a hundred or more different books. If your reference needs are relatively general and limited, an encyclopedia may be all you need in your home or office. Even if your needs for information are more specific and more demanding than an encyclopedia can completely fill, you will still find much use for a set.

I want to emphasize here that there is no such thing as *the* encyclopedia. Editors of the occasional new encyclopedia that is published are invariably asked by puzzled people, "Why should you bring out a new encyclopedia?" Such people apparently conceive of an encyclopedia as a fixed entity. Actually there is as much reason for the publication of a new encyclopedia, in most cases, as there is for the production of a new magazine. Almost every new encyclopedia that has appeared has adopted an original approach, embodied some new concepts, or evolved some new mechanical devices that have proved helpful and useful to its readers and have benefited the art of encyclopedia making as a whole.

Each encyclopedia published today is different in important respects from every other encyclopedia. Some of these differences are superficial, but others are fundamental. The latter differences are those you should consider in determining which encyclopedia you should consult at the library or which set you should buy for your regular use.

The major differences in present-day encyclopedias reflect certain trends in encyclopedia making that have developed in the past half century. All of these trends can be traced largely, I believe, to the fact that the market for encyclopedias has changed and expanded radically during this period. Whereas encyclopedists originally compiled sets for the benefit chiefly of scholars and a then limited well-educated class, they make them today largely for the mass market, with emphasis on the needs of school children. This shift in audience has brought certain basic changes in the contents and the structure of encyclopedias. However, these changes have come slowly, and some encyclopedias, particularly the older ones, still have not modified their natures completely to accord with their altered markets. Thus the changes that have taken place can only be called trends. These trends are the following:

Toward emphasis on the essential reference values of an encyclopedia. The early encyclopedias tended to organize their contents in broad surveys of general fields, depending on indexes to lead their readers to particular points of information. Though a number of encyclopedias still contain excellent long entries under major subject headings, there is a tendency to abbreviate such entries, using the space thus made available to include many more brief entries on relatively minor subjects. The reason for this trend is the conviction of many encyclopedists that the primary reason people use encyclopedias is to pinpoint particular items of fact. It is felt that if a person wishes to make an extensive study of a major subject, for example, physics, he will use a physics textbook rather than an encyclopedia article on the subject. On the other hand, he consults an encyclopedia if he wishes only to find out about a par-

ticular point in physics, for example, Boyle's Law.

Toward the inclusion of more and more "popular" subjects. The early encyclopedias largely limited their coverage to subjects deemed of interest to the scholar. Encyclopedias of the Middle Ages were often limited to a discussion of philosophy and theology. Sets of the eighteenth and nineteenth centuries gradually broadened their scope to include most aspects of science and certain of the social sciences. Today's encyclopedists, realizing they are preparing works for use primarily by business and professional workers, housewives, and school children, know that they cannot ignore the genuine interests of the majority of their readers. They still give adequate coverage of the "classical" subjects, but they have reduced such coverage or expanded their over-all size to make room for treatment of such subjects as sports, the domestic arts, games and hobbies, biographies of many people of popular interest, and so on.

Toward simplification of treatment of subject matter. The earlier encyclopedias were written in the language of scholars. Not only was the language and sentence structure difficult to read, but also the concepts expressed were often beyond the grasp of the average person; much basic material was left out because the writers assumed their readers already knew it. Most modern encyclopedias take into account certain limitations in knowledge and reading abilities. They try not only to frame their material in simple language but also to explain difficult concepts and technical processes so that they will be clearly understood. They also exploit the possibilities of pictures, drawings, maps, graphs, and other visual means of making points clear.

An encyclopedia's function

The basic function of an encyclopedia is, of course, to provide specific and authoritative facts on a wide variety of subjects. Beyond this obvious use, a good encyclopedia provides a number of other services that may not be so obvious:

Modern encyclopedias no longer confine themselves purely to the scholarly; most of

them contain much practical data. Housewives can find, for example, information that will help them in their daily tasks. Most of them cover to at least some extent such subjects as cooking, sewing, cleaning, child care, first aid, gardening, and hobbies.

The prospective tourist—en route to Europe or the next state—will find in an encyclopedia descriptions of places he wants to see with points of interest indicated. He may also find mileages and means and routes of transportation. Many sets include the equivalent of an atlas in maps, either grouped together or scattered through the volumes.

Encyclopedias can supply answers to many types of common problems. How to take care of a pet or a plant; how to address a letter to a public official; how to frame a will—answers to such questions appear in almost every encyclopedia.

Because encyclopedias must compress much information into a relatively small space, their entries are carefully organized. The orderly arrangement of encyclopedia entries on major subjects can prove most useful. Teachers needing to prepare study outlines on subjects with which they are not overly familiar will find encyclopedia articles on those subjects useful guides. Program directors of study groups can make similar use of encyclopedias.

The person beginning a detailed subject of a major subject will often find an encyclopedia entry on the subject a good starting point. The entry will outline the subject's major aspects. Frequently it will include a bibliography that will suggest sources for further study. Cross references with the entry can also suggest related articles in the encyclopedia that studied together may provide a fairly comprehensive view of the field. Several sets also include useful reading and study guides.

Using an encyclopedia

The average general encyclopedia fits more closely than any other type of reference book to the standard reference-work pattern. Thus you can apply the information contained in Part I of this book on the use of reference works in general to the use of encyclopedias in particular. Virtually

all the pointers given in the earlier chapters, especially Chapter 2, can be used in working with encyclopedias.

An understanding of the principles of reference-book construction outlined in Part I should give you the working knowledge you need to use most encyclopedias with ease and efficiency. Nevertheless, if you plan to use any particular set frequently, there are certain steps you should take to familiarize yourself with that set. When you acquire a new encyclopedia for your home or your office, you should master the use of it much as you would master the use of any other expensive appliance you might buy. Each encyclopedia has its own individualities which you need to know if you are to get full value from your investment in it.

Thus, when you acquire a new encyclopedia, you should do the following:

1. Read carefully the instructions that come with the set. These may be found in a separate pamphlet, in the forematter usually found in Vol. 1, or occasionally in a separate guide or index volume. These instructions will tell you most of what you need to know to use the set properly.

2. Check particularly the method of alphabetical arrangement used in the set. Is the system followed a "word-by-word" or a "letter-by-letter" order, or a modification of one of these two basic systems? Practice looking up a number of entries of different types until you have mastered the system used.

3. Check the system used for giving cross references. Each set varies somewhat in this respect; each set has its own individual devices. Be sure you understand these fully, so that you don't miss valuable sources of information.

4. Check to see if the encyclopedia has a separate index. If it does, look at the instructions that usually precede this index so that you will understand how to use it. Indexes to some encyclopedias contain information that is not given elsewhere in the encyclopedia. Glance through the index to see whether or not your set gives this service. Does the set carry any special indexes?

5. Find where the list of abbreviations

used in the encyclopedia is given. Sometimes this appears early in Vol. 1; sometimes it is given in the index volume; in several encyclopedias it appears as part of the entry "Abbreviations." Knowing where this list is located will save you valuable time in using the set properly.

6. Study the organization of major categories of entries. In almost all encyclopedias such entries follow specific patterns. If you are familiar with these patterns, you will be able to find particular information you are seeking much more rapidly. Try a sampling of different types of entries: look up a continent such as Asia, a country such as Canada, a biography such as Washington, a product such as petroleum.

7. If your set carries signed entries, check the method used for identifying individual authors. Some sets carry the authors' names in full, with some identification of them. Others merely carry the authors' names or initials, with identification of them given elsewhere. In some sets this will be given in a long listing in Vol. 1; in others, contributors are identified in a separate listing at the front of the volume in which the article they wrote appears.

8. Finally, browse through your set, volume by volume, watching in particular for special features that may interest you. Almost every encyclopedia has such special features that greatly enhance and enrich the set's values for you. You are likely to miss them, however, if you do not go through the set carefully and thoroughly. If the set carries atlas-type maps, where are they located—in one section or as illustrations with individual entries? Is there a map index? If so, where is it located? Does it give population figures or other useful data? Are there bibliographies? Are there study and reading outlines? Does the set carry important statistical tables? If so, with what categories of entries do they appear? What type of illustrations does the set carry? Are there any special illustrative features that may have particular reference value for you?

How to select an encyclopedia

Anyone who has ever helped create or edit an encyclopedia has probably had his

advice asked on the purchase of an encyclopedia. I, for one, find such advice hard to give. First of all, I do not believe that anyone is qualified to state categorically that so-and-so should buy such-and-such an encyclopedia. Few people have the great knowledge needed to judge the over-all accuracy and completeness of any work that deals with so many diverse subjects. I do know that some encyclopedias are poor sets, inexcusably out of date, poorly edited, and poorly put together. Like a used car that has been in a bad accident or has been driven to death, such encyclopedias are a bad investment at any price. I also know that the majority of encyclopedias are the work of reputable publishers, that they have been honestly and carefully edited, that the greatest pains have been taken to ensure their accuracy and inclusiveness. Beyond this point each encyclopedia varies in so many ways that no person can honestly apply any arbitrary judgments or ratings.

Many people seeking advice on buying an encyclopedia frame their requests in this question: "What is the best encyclopedia?" There is no answer to this question because what would be the best encyclopedia for one person might be a poor one for another. Since it is impossible to make an encyclopedia that will meet the needs of everyone, each publisher designs his set to suit what he conceives to be the needs of a particular group. In so doing he inevitably slights the needs and interests of other groups.

Thus the problem of what is the best encyclopedia for *you* is one which you must work out for yourself. There is certain information you can seek, certain standards you can apply, in judging any particular set, but you must assess this information in terms of your own needs and interests. The following discussion is designed to help you do this intelligently:

Standards of judgment

There are certain criteria you can apply in assessing the relative values of encyclopedias. You will consider certain ones more important to you than others; I'll leave it up to you which ones you wish to stress.

1. **USABILITY.** There are several factors to consider in assessing the usability of an encyclopedia.

How is it organized? As we have already discussed, some encyclopedias tend to stress the use of long survey articles, which give relatively detailed information on major subjects. Such entries are excellent for persons who wish to use an encyclopedia primarily for study and extensive reading. However, for persons who use an encyclopedia chiefly for ready reference, such entries are useful only when they are indexed carefully and extensively. If you want an encyclopedia primarily for the latter purpose, you may prefer a set which tends to neglect the survey type of entry in favor of the inclusion of many more relatively brief entries on minor aspects of subjects. Even so, you will find an index helpful, and in any case you will want a set that contains many cross references.

In considering organization of a set, you should also judge its consistency in the inclusion of subjects and in the organization of individual entries. If a set includes entries in a particular category of information, does it include all or almost all of the various titles one would normally expect to find in this category, or is the inclusion spotty and carelessly done? Is each entry in a particular category consistently treated? That is, does each entry follow a specific pattern with a similar detail of coverage given?

Another matter of organization, which you may or may not feel to be important, is the over-all mechanical organization of the work. I discussed in detail in Chapter 2 the matter of alphabetical arrangement of reference works. American encyclopedias use both the letter-by-letter system and the word-by-word method. Either system has its good and bad points; effective use of either one is largely a matter of practice. The way the material is organized by volumes may seem somewhat more important to you. There are four methods in use in the encyclopedias discussed later in this chapter:

The "split-letter" system is the older type of arrangement and the one commonly used by the encyclopedias intended for adult use.

In this method each volume is approximately of equal size, divisions coming without consideration to breaks between letters of the alphabet. For example, the first volume may run from "A to Animal" and the second from "Animation to Bruise." The chief advantage of this system is that all the volumes are of generally uniform size. The chief drawback is that some people who have difficulty in remembering how words are spelled or how the alphabet runs may have some trouble in locating an entry.

For this reason a number of encyclopedias, particularly those that are designed primarily for use by school children, use the "unit-letter" system. This method places all the material under one letter of the alphabet in the same volume. In some cases a single volume is limited to one letter; in other cases material coming under two or more letters appears in the same volume. This method is simpler for the reader to use. It does have some drawbacks, however. Volumes are not uniform in size, and some may become almost unwieldy. In order to avoid unwieldiness in such volumes, the editors may be tempted to reduce the material coming under such letters, particularly illustrations. Thus coverage loses consistency. This difficulty, however, is often overcome by the use of lighter-weight paper in thick volumes.

The "topical-alphabetical" system is used in a few sets. In such an arrangement all subject matter is divided under broad headings, which are used as titles for separate volumes. Then the entries coming under these headings are placed in these volumes in alphabetical order. The chief value of this system is to place related material in fairly close proximity, thus encouraging the user to read through a volume. On the other hand, it is often difficult for the editor to decide under which heading to place a subject; thus he may deliberately omit or overlook an important entry. The reader, too, may find it difficult to know where to look for a particular entry. In addition, an occasional subject may demand treatment, from two different points of view, under two different headings; this leads to unnecessary repetition of information.

Another method used is the "topical-

unalphabetical" system found in such sets as *The Book of Knowledge* and *Our Wonderful World*. Although the sets are encyclopedic in their coverage, their material is not broken down under customary encyclopedia entry titles. One subject may be treated in several different articles throughout the set, with each approaching the topic from a different point of view. Arrangement of articles follows no set pattern but is rather designed to point up relationships between topics and to encourage full reading of the set. The editors use a thorough index to make the set valuable as a reference tool. Obviously such sets are not as usable for basic reference purposes as the more conventionally organized encyclopedias, but many people feel they make more attractive reading matter.

How readable is the set? The readability of various encyclopedias differs considerably. The degree of simplicity and clarity you desire depends on for whom you're buying the set. If you want it primarily for the use of school-age children, obviously you will pick a set written in language they can easily understand. If, however, you're picking a set for your own use and you are a well-educated adult, you will be concerned only that the more difficult technical terms are adequately explained. Or, if you're buying a set for the use of your whole family, you will want a set that somewhat varies its standards of readability; that is, it will write simply those entries intended primarily for the child, grading its levels of readability upward in relation to the rising difficulty of the subject matter. I should like to emphasize here that more and more encyclopedia editors are realizing—and editing their sets accordingly—that no encyclopedia has to be hard to read, that the best writing for any group of readers is clear and simple writing. They also know that the best material for children should not be "written down" to their level of understanding. Thus most encyclopedias, whatever their intended audience, are coming to use more nearly identical standards of readability. The greatest variation tends to be in vocabulary levels and in the maturity of concepts employed.

How extensive is the coverage? The

greatest variation between the different sets of encyclopedias sold today exists in the extent of subject matter covered. This applies both to the total number of entries and to the degree of detail with which various subjects are treated. By and large, the sets designed primarily for school use have the least number of entries, their title lists being limited to the subjects normally studied in the grade and high schools or considered to be of interest to school-age children. Treatment of specific subjects also often emphasizes what is deemed to be of primary interest to elementary and high-school students. On the other hand, those sets designed for "family" and adult use normally cover a wider range of subjects and tend to emphasize adult interests in their coverage of particular subjects. At the same time they may omit subjects and subject matter of particular interest to children.

In considering this point, however, it is only fair to ask: How extensive a coverage do you want in an encyclopedia? The more exhaustive an encyclopedia's contents, the more—generally speaking—it is going to cost. To pay for coverage you neither need nor want is to waste your money.

Does the set effectively present its material? Occasionally the only important difference between two sets of encyclopedia is the degree with which each exploits the possible ways of presenting information. One set consists largely of straight text. The text may be readable, so far as it goes, and as accurate and inclusive in its coverage as another set; but its "impact level" is low. The other set, however, has used many different devices for presenting the information it includes—pictures, maps, diagrams, tables, unusual typography, and the like. Unquestionably, the latter set is more effective. This is a point you may wish to consider, particularly if you are buying an encyclopedia primarily for children. On the other hand, it should be pointed out that such a set will almost certainly be by far the more expensive.

2. **AUTHORITY AND ACCURACY.** This criterion is the most difficult of all to apply, since it requires knowledge of a scope beyond the possession of most of us. Few of us know, or can find out, whether or not

the persons who have edited an encyclopedia or who have written certain material for one are genuinely qualified for their tasks. I have discussed this problem in some detail in Chapters 1 and 4; I can add only that it is my experience that reputable encyclopedia publishers do their best to secure the services of honest, careful editors and that they in turn do their best to ensure that their work meets the highest possible standards of authority and accuracy. Thus possibly your best guide to the reliability of an encyclopedia is the reputation of the firm that publishes it.

In addition, you may have some preference concerning the way the encyclopedia was written and put together. There are three general methods in use in the creation of encyclopedias.

In the first method the editors select the entry titles they wish to cover in the set, work out in some detail the extent of coverage they want under each title, and then assign each entry to be written by an authority in the field concerned. His work is accepted largely as he submits it, editing being limited to "styling" the manuscript, deleting repetitious material, and spot-checking such obvious points of fact as dates and spelling of names, etc. This was the method used predominantly in the earlier encyclopedias. In theory this should be the best method; in practice it has not worked too well. Its success depends on the authority's ability to organize an encyclopedia entry properly, to recognize his audience's limitations, and to write the entry accordingly. Few authorities have such abilities.

Thus a second method has come into widespread use. It operates much as the first, except that the authority's contribution is put into final form by the encyclopedia's editorial staff. The entry is reorganized, rewritten, and otherwise edited so that it becomes readable, lucid, and consistent with the over-all pattern and style of the encyclopedia. Some encyclopedias make a practice of returning such edited material to the original contributor for his final approval; this practice tends to ensure against inaccuracies creeping in during the editing process.

Under a third system all or most of the material is prepared originally by the editorial staff members. Almost all have a better than average knowledge of the subjects with which they deal, though they may not be recognized "authorities." The editors may send much of this material to outside experts for "authentication" as to its accuracy, or they may depend on a system of thorough checking and rechecking within their office to weed out most errors.

Each method has its advantages and its drawbacks. The use of a contributor well versed in his subject tends to guarantee an entry's accuracy and, perhaps more important, its depth of coverage. On the other hand, few contributors know much about the art of encyclopedia making, and such deficiency shows in their writing. Sometimes they fail to be as objective as an encyclopedia should be; often they write poorly and obscurely. On the other hand, the staff writer, though he probably will turn out a better written and better organized entry than the contributing author, is more likely to make errors and to skim over the surface of a subject, omitting important facets of it through lack of knowledge and understanding of it. As a result, since each method has its drawbacks, most encyclopedias today tend to use a combination of all three, selecting the method that seems most suitable to a particular subject or group of subjects.

3. UP-TO-DATENESS. Ideally, an encyclopedia should be as up to date as your latest paper. This, of course, is impossible. The time required to set an encyclopedia in type, print it, and bind its volumes makes it initially so. In addition, the costs involved in complete and constant revision would make any set so revised fantastically expensive under present conditions. Obviously, then, no encyclopedia can be completely up to date. But there are minimum standards of up-to-dateness that all good encyclopedias do meet and most of them surpass.

The various encyclopedias differ considerably in how often their contents require frequent revision. Certain sets concentrate on providing data that are sufficiently gen-

eral and unspecific in nature as to be able to stand normally for long periods without becoming out of date. Other sets approach almanacs and other such ephemeral publications in the amount of specific information they contain. Such information naturally requires frequent revision.

Both types of sets require constant checking of their contents for the onset of obsolescence. They differ only in the frequency and amount of revision their contents require. Thus virtually all encyclopedias of any repute today are kept up to date in a program of "continuous revision," though the methods used in such a program differ somewhat. Some publishers review all the material in their sets on a regular basis; the staff checks perhaps 10 per cent of the material each year, bringing up to date all entries that require doing so. This method tends to guarantee that no needed revision is missed, that every entry that should be brought up to date will be caught in due time. On the other hand, this method sometimes delays important revisions an unduly long time. Other publishers allot a stated amount of money for revision purposes each year. The editors try to check over the entire set each year, using their budget to bring up to date all those entries that most need revision. Such a system tends to emphasize the revision of entries believed to be of the greatest interest to the most readers. On the other hand, it does not provide entirely for orderly and consistent revision of the set as a whole.

With these facts in mind I suggest the following criteria for your guidance in judging whether or not an encyclopedia is as up to date as you desire it:

a. If an encyclopedia is newly published, either as a new set or as a "complete revision," it should be up to date in all respects. You must, however, allow for the necessary time lag between the time editorial work is completed and the set is finally published. A reasonable time lag is from one to two years.

b. If a set follows a practice of continuous revision, it should inform its readers of the methods used in revision. Furthermore, the set should bear concrete evidence that the methods have been consistently

followed. That is, if the entire set is reviewed every 10 years, there should be no material in it that should have been revised 15 or 20 years ago.

c. No set should try to avoid the need for revision by stating information in such general terms that it is of little value to or tends to mislead the reader.

d. No set should allow to stand without revision any material that events have altered so greatly that failure to revise it constitutes violation of the publisher's basic responsibilities to his customers. For example, if a country radically changes its form of government or economic system, the entry on that country should be revised to show that change. Similarly, if a new discovery alters a major scientific concept, the entry on that concept must be changed as quickly as possible.

e. Finally, a set should be revised in accordance with the principles by which it was originally prepared. That is, if an encyclopedia tended in its first edition to stress the "permanent" facts and to avoid the transitory, it can be expected to carry out revisions in a rather leisurely fashion. On the other hand, the set that originally commits itself to up-to-dateness by the use of dated statistics and emphasis on current history is obligated to keep such material as up to date as possible. In doing so, however, the set's editors should not overly stress current information to the point that perspective is lost. They should remember the admonishment one editor-in-chief gave his staff during a revision in the late 1940s: "Always keep in mind that World War II was, after all, only another war."

It is important that your encyclopedia be as up to date as possible when you buy it; it is also important that you have some way of keeping it up to date after you buy it. Unfortunately, there is no entirely satisfactory way of doing so. Perhaps the best way—in theory—was one method in use a number of years ago by a set which is now defunct. This set was bound in loose-leaf form. The publishers made revisions each year on the pages that most urgently required them and sent the revised pages to the set's owners. They in turn were supposed to replace the revised pages in the

loose-leaf binders. My father owned one of these sets when I was a boy; it was my annual duty to loosen the binders and insert the new pages. I detested the task. I presume that other people did too, and that that is why the scheme failed.

The most common method of keeping an encyclopedia up to date is through the issuance of periodic supplements. Some appear quarterly, some annually. Individual methods used are noted in the descriptions of the various sets given below. Individual encyclopedia yearbooks and annuals are described in detail in Chapter 6. These methods of supplementing an encyclopedia are as satisfactory as have yet been developed, but they have their drawbacks. For one thing, no one has yet solved the mechanical difficulties of completely correlating the supplements with the main set. A person using a set doesn't know whether or not he should look for new material in a supplement. Thus using the supplements in connection with the set inevitably proves cumbersome. Too, because the supplement quite naturally emphasizes what has happened during a particular period of time, over-all emphasis on particular aspects of any subject may be improperly thrown out of perspective when the supplement discussions are used together with the basic information in the main set. Despite these objections, however, I know of no other way to solve the problem of keeping an encyclopedia up to date until someone figures out how an encyclopedia can be kept in a state of complete revision and published at so low a cost that everyone can afford to buy a new set every year or so.

4. SPECIAL FEATURES. In shopping for an encyclopedia, you may find that any one of two, three, or more sets fits your needs in basic contents. In such a case, you may decide which one you want to buy on the basis of certain special features you like in a particular set. In any case, there are certain features you will want to consider. For example:

Physical appearance of the set. Since an encyclopedia is handled frequently it should be sturdily bound. You will want paper of good enough quality so that the print is clear and so that illustrations show up well.

You will not want paper so thin that it is difficult to leaf through a volume or that printing shows through on the reverse side. Librarians often demand that the inner margins of an encyclopedia's pages be wide enough to permit rebinding well-used volumes. Most encyclopedia sets make very attractive additions to your bookshelves; however, if you demand an especially handsome binding, most publishers will be glad to oblige you—at an extra cost, of course.

Illustrations. Even Diderot's *Encyclopédie* (1765) carried a few illustrations in the form of line drawings. Since his time almost every encyclopedia has carried some sort of illustrations; the tendency today is for encyclopedias to carry more and more of them. Part of the reason for this is, of course, the emphasis on making reference works that appeal to children. But illustrations do far more than make an encyclopedia attractive. Properly used, they can do much to enhance, enrich, and clarify the text.

Maps and a map index. A good atlas retails for \$10 or more. If the encyclopedia you buy includes the equivalent of an atlas in a series of colored maps, you are getting a valuable "extra." In addition, you will find the maps particularly helpful adjuncts to your reading in many fields.

Study aids. If you are seeking an educational as well as a reference tool, you will want an encyclopedia designed with this aim in mind. Many sets contain special devices, such as study outlines, lists of related subjects, and bibliographies, that help in this direction. Some children's sets feature questions designed to pique the child's curiosity and lead him to satisfy it.

Research service. Many encyclopedias offer a service to set owners whereby they will supply special research reports on request. Many encyclopedia users find this service valuable.

In addition to these features, commonly found in many sets, almost every set offers an individual feature unique to that encyclopedia. A note of warning, however. Don't let yourself be overly swayed by any particular feature in an encyclopedia to the extent that you fail to assess the set's over-

all values for you. After all, you are buying an encyclopedia primarily for use as a reference tool; how it serves you in this respect is the most important point to consider.

5. **COST.** The highly competitive nature of the encyclopedia industry has resulted in the establishment of fairly uniform prices for the regularly published sets in relationship to their size and over-all quality. Thus, as is the case with most products, you receive value in encyclopedias generally proportionate to what you pay. The major factors that affect an encyclopedia's price are editorial expenses, the payments to authors and the maintenance of a staff; the number and quality of the illustrations, including the amount of full-color illustrations used; the amount of revision maintained; the quality of paper and bindings used; and the cost of distribution. The latter, in the case of most encyclopedias, is relatively high, since nearly all sets are sold by the rather expensive "subscription," or door-to-door, method. This cost, too, varies more or less proportionately to the over-all cost of a set, because the publishers of the more expensive sets tend to spend more to advertise and promote them and to pay their salesmen higher commissions per sale.

6. **SUITABILITY.** An important question you must settle in determining which encyclopedia you should purchase is what person or persons you expect to use it the most. You must take into consideration not only their ages and reading abilities, but also their general knowledge and the scope and limitations of their interests. This is important not only when you are buying a set for the use of your children, but also when you are buying a set entirely for use by adults. Many adults, even those who have graduated from college, are interested primarily in "popular" subjects; they may find some of the more scholarly encyclopedias too formidable. On the other hand, other adults may object to the playing-down of scholarly topics in the popular encyclopedias and find the more classical sets closer to their taste.

The vast majority of encyclopedias, however, are bought for the use of families,

for both adults and children. I have found that many parents are concerned about when they should buy an encyclopedia for their children's use and what type they should select. To answer their questions I have consulted a number of librarians who specialize in the reference problems of both adults and children. This is the consensus of their advice:

Ideally, a family should purchase over a span of about 25 years four different sets of encyclopedia. Young parents first need an encyclopedia geared especially to their own needs. This set may be of almost any level, provided it discusses the subjects they need to know about in the early years of rearing their children and provided it helps them answer the myriad questions very young children will ask their parents. This set should last the family until the children have entered school.

When children have begun to read fairly well, they need an encyclopedia designed and written specially for them. It is at this age that the "encyclopedia habit" can best be established. Children can pick it up most easily if they have access to a set that is well illustrated and simply written, and that emphasizes subject matter of special interest to them.

After children have reached about the sixth grade, they need one of the more advanced school encyclopedias. The best of these are closely correlated with the normal curricula taught in American schools. They both complement and supplement what the child is studying. They are of great value to the parents as well, since they help them refresh their own knowledge about the subjects their children are studying. Few parents are equipped to supervise their children's homework without the aid of some sort of reference work.

Finally, when the children have gone away to college or have left home, the average family needs another encyclopedia aimed essentially at satisfying adult needs. Again, what particular type this should be depends largely on your own tastes and interests.

Descriptions of encyclopedias in this chapter have been divided into three

groups: The first section treats general encyclopedias of major scope, all but one of which are published in several volumes.

The second describes general encyclopedias of lesser scope and size. The third is devoted to foreign-language encyclopedias.

5.1

Major General Encyclopedias

More than 30 general English-language encyclopedias are on the market in the United States today. Of these, 18 are listed and described in this chapter; one out-of-print set is also included. Because this book's primary purpose is to call to your attention reference works likely to be of value to a fairly large number of readers, a limit on the number of encyclopedias to be listed and described has appeared proper. Those included here meet the following criteria:

Each appears to meet reasonable standards of accuracy.

The scope of the contents of each set listed is such as to satisfy most of the general reference requirements of the audience for whom its publishers have designed it.

Each set, except for the one no longer in print, has been revised recently or is published under a program of continuous revision.

Each set, with one exception, is in print and is actively marketed today. All but two or three are to be found in many homes throughout the U.S. All will be found in at least a few libraries; five or six occupy shelves in nearly every important library in the country. The two British encyclopedias listed enjoy fair sales in the U.S. and can be consulted in many libraries.

Just as no prices are given for other works listed in this book, prices have not been given for the encyclopedias listed below. But, because the price factor is often especially important in the selection of an encyclopedia, I have indicated the approximate cost of the listed sets by placing them in one of four price groups (as of 1957): price group "A"—up to \$100; price group "B"—\$100 to \$150; price group "C"—\$150 to \$200; price group "D"—over \$200.

The following descriptions are designed to give you an over-all picture of each of

the listed sets. In these descriptions I have not stressed the specific subject matter for which you may find each set especially useful. Instead, later in this book under appropriate subject headings, I have frequently cited one or more general encyclopedias that I have found unusually helpful sources of information on those subjects. In particular, I have cited as sources those encyclopedias you will find most commonly on library shelves. For lists of subjects for which any particular set has been so cited, look in the Index under the title of the encyclopedia.

American Educator Encyclopedia. Lake Bluff, Ill.: United Educators, Inc. 1919– . 10 vols. Price group "A."

This encyclopedia is designed for family use. It has particular value for students in the upper grades and in high schools. *The Educator* was originally produced by the same publishers who originated *The World Book Encyclopedia*; its present publishers have owned the set since 1931. This encyclopedia is distributed under the name *The New Educator* in Canada and other British Commonwealth countries, with a few changes in content to suit those countries' reference interests.

Until 1954, revision of the set was under the direction of Harry Orrin Gillet, educational director of the Museum of Science and Industry, Chicago, and formerly head of the Laboratory Schools at the University of Chicago. His successor was Everette Edgar Sentman, who from 1943 until 1954 was assistant managing editor of *The World Book Encyclopedia*.

The Educator is organized into 10 unit-letter volumes. These contain a total of about 5500 pages. Its some 10,500 entries are listed in letter-by-letter alphabetical order. There are about 3½ million words in the set. The encyclopedia is self-indexing through the use of a large number of alphabetical cross references within the body of the text. The set is designed for use in study as well as for spot-reference purposes. To this end, major articles bear extended lists of related subjects to be

found elsewhere in the set, as well as outlines, useful "Wonder Questions," and bibliographies specially selected for the use of grade- and high-school students.

The publishers are proud of the fact that they are the first to establish their own "indoor-outdoor" school for the pretesting of encyclopedia concepts, subject matter, articles, and illustrations with children of various ages. At their headquarters on a former estate in Lake Bluff, Illinois, they conduct tests in education at the lower grade levels in an effort to broaden the usefulness of their encyclopedia. Representative *Educator* articles are also tested in other classrooms to make doubly sure that they meet the comprehension needs of school children.

About 35 per cent of the space in the set is devoted to illustrations. Most of these are photographs but there is a considerable number of diagrams, location maps, and other types of line drawings. Some illustrations are in full color; many more are two-color. Exceptionally fine use of two-color art work can be noticed in astronomical charts and in certain explanatory diagrams, such as "How an Automobile Works." The four-color plates illustrating Geology, Painting, and Railroads are notable. In all, the set contains about 8000 photographs, 600 maps, and 750 diagrams. Many of the colored maps were drawn by C. S. Hammond & Co. They include colored map inserts of the continents and historic lands.

All the entries in the set are unsigned. However, there appears in Vol. 1 a list of about a hundred persons who have prepared material for the encyclopedia. According to the publishers this list could be expanded several times. The set enjoys continuous revision under a program which has been particularly accelerated since World War II. A permanent staff of editors and writers carries out the revision; a board of educators, an advisory group headed by Dr. Carey Croneis, provost of Rice Institute, helps to set the course of the revision program. This program is flexible; it includes both spot changes to keep individual entries up to date, and the revision of entire large areas throughout the volumes. At least two printings of the set appear each year, and revisions are made in each printing.

Most of the entries are relatively concise. Longer entries conform to a set pattern to promote ready reference to specific parts of them. Undated, round-number statistics are given. An outstanding feature of the set is the

44-page "Panorama of Human History," an illustrated chart showing parallelism in history from ancient to modern times.

Owners of the encyclopedia keep their sets up to date by receiving *World Topics*, a 384-page annual supplement. A research service, open to owners of the set, answers their questions on specialized subjects.

American Peoples Encyclopedia. Chicago: Spencer Press, Inc. 1948-. 20 vols. Price group "C."

This encyclopedia is sometimes called the "Sears Encyclopedia," since it is marketed through Sears, Roebuck and Company. This encyclopedia marks the mail-order house's second venture into encyclopedia publication, its ownership of the *Encyclopaedia Britannica* having ended with the gift of that encyclopedia to the University of Chicago in 1943. Sears' ownership of *Britannica* was not a financial success; at least one Sears executive has stated that the *American Peoples Encyclopedia* more closely resembles in format and contents the company's concept of the reference needs of the company's customers. The set's phenomenal success since its publication indicates that Sears gauged this concept accurately.

Editor-in-chief of the encyclopedia since its inception has been Franklin J. Meine, well known for his editorship of other reference works and for his writings in American literature and folklore. Chairman of the Editorial Advisory Board until his death in 1956 was Walter Dill Scott, president emeritus of Northwestern University.

The set is organized into 20 split-letter volumes with a total of about 10,000 pages. There are approximately 50,000 entries in the set; the text totals about 12 million words. Originally the entries were alphabetized by the word-by-word system; beginning in 1955, a gradual, volume-by-volume shift to the letter-by-letter system was begun. The set is self-indexing through the use of a large number of cross references. A "Reading Guide," listing important entries classified by major subjects, was included with the 1955 edition.

The encyclopedia's intended audience is junior- and senior-high-school students and adults of high-school education, or its equivalent, and above. Each entry is written so that a reader from this audience can easily comprehend it, within the limits imposed by its contents. The encyclopedia attempts to cover adequately as many as possible of the interests

of its intended audience. Thus, while its coverage of the "classical" subjects emphasized in earlier encyclopedias is fairly large, it also gives larger than usual coverage of such "popular" subjects as sports, business, biographies of living persons, and the like. In addition, it has exceptionally extensive coverage of science and technology, with about one-third of the set devoted to these fields.

The encyclopedia maintains a dual type of revision program. That is, continuous revision is maintained from printing to printing, with emphasis on the updating of population figures and statistics and the inclusion of current history. The encyclopedia emphasizes the use of dated, specific statistical information in all types of entries in which such figures are available. In addition to such continuous "spot" revision, the encyclopedia engages in periodic major revisions, designed to bring the entire set up to date. The first of these revisions was completed in 1952. The second was begun in 1954, designed to be completed over a period of about five years. According to the editors, the second was scheduled to be more thorough than the first, and was to include checking of each entry and rewriting many of them. Preliminary to the revision, a special board of educators was named to examine the contents of the set carefully. Many of their recommendations were to be followed in adapting the set more closely to school curricula, in simplifying parts of the text and including suggested new entries. The *American Peoples Encyclopedia* in its original edition was based in part on the old *Nelson's Encyclopedia*. Little of this material now remains in the set.

About 20 per cent of the encyclopedia is devoted to illustrations. These are to a great extent photographs, with some 168 pages in full color. There are also a fairly large number of diagrams, many location maps, and numerous graphs and charts. Notable illustrations include the "Faces and Places" pages, state-events pages, and the numerous flow charts illustrating processes. Art work added in the new revision includes economic maps of major countries and each U.S. state and Canadian province and a series of pages of illustrations from the lives of famous people. At the end of the final volume appears a 191-page atlas of Rand-McNally maps in full color, plus a map index. Added in 1955 were two 32-page sections of historical maps, prepared by C. S. Hammond & Co., one devoted to the U.S. and one to world history. A par-

ticularly novel illustrative feature in the encyclopedia are the several sets of transparencies, depicting human anatomy, the human brain, a jet engine, and other subjects.

About 3200 persons are listed as having contributed entries to the encyclopedia. Each entry is signed by either the name of the contributor or the initials of the staff member who prepared it. Both contributors and staff members prepare material for the revisions. Among the contributors to the encyclopedia are some fifteen winners of Nobel prizes.

Purchasers of the set are entitled to buy at a reduced price the *American Peoples Encyclopedia Yearbook*, an annual supplement described in detail in Chapter 6. Purchasers may also make use of the encyclopedia's research service in seeking information on specialized subjects.

Book of Knowledge. New York: The Grolier Society, Inc. 1910- . 20 vols. Price group "B."

Though not a conventional encyclopedia in its organization, this set of books is one of the best known of reference books for young people. Three generations of American children have used it, as well as many children throughout the world, for it has been translated into French, Spanish, Italian, Portuguese, and Chinese. *The Book of Knowledge* is based on an English publication, *The Children's Encyclopaedia*. The Grolier Society began publication of it under its present title in 1910. Under a program of continuous revision, it has been published in new printings nearly every year since that time, and was completely reset in 1926. Ellen V. McLaughlin, a staff member since 1925, became editor-in-chief in 1942.

The set consists of 20 volumes, in which there are 7607 pages and about 4,200,000 words. The material in it is organized in a "topical-unalphabetical" fashion, with articles, stories, poems, and other features organized into eighteen departments. Sections of these departments are further broken up and distributed through the different volumes. A table of contents appears at the first of each volume, giving the major features therein. Articles in each section or department are arranged in reading order, so that a child may follow his interests as his knowledge of them increases. So that the set may be used for reference purposes, there is an index with approximately 50,000 references and cross references listed in the final volume. Included

5.1 MAJOR GENERAL ENCYCLOPEDIAS

with this index are approximately 2000 "fact entries," similar in form to conventional encyclopedia entries, giving vital statistics, biographies, place names, historic events, etc. In addition to this general index, there is a special poetry index, listing poems in the set by author, title, and first lines. There is an index to "Make and Do" projects, puzzles, and games; and another index refers to illustrations in the fine and practical arts.

The primary function of *The Book of Knowledge* is to serve as interesting and valuable reading matter for its intended audience—children from the time they can first read until they are through junior-high-school years. Thus, the emphasis in preparing articles is on interest rather than in satisfying reference needs. However, the size of the set tends to give its contents remarkably good coverage, as the following titles of its 18 departments indicate: The Earth; Science; Wonder Questions; Animal Life; Plant Life; Our Own Life; Familiar Things; All Countries; The United States; Canada; The Arts; Literature; Famous Books; Stories; Poetry; Golden Deeds; Men and Women; Things to Make and Things to Do.

The Book of Knowledge carries about 12,700 illustrations, of which some 2700 are in two or four colors. There are some 100 black-and-white maps of different areas and political divisions of the world, as well as some historical maps. Illustrations appear to be about evenly divided between photographs and drawings, maps, charts, diagrams, etc. More than 80 well-known artists have contributed their work to the set.

Most of the longer articles in the set are signed. Some 225 persons have contributed material, and a large number of them are listed in the front of the first volume. Periodically, certain authorities are assigned the task of directing a complete revision of whole departments of the set. For example, since 1950 the sections on "The Arts" and on "Famous Books" have been completely revised, as well as about half the departments on "Animal Life" and "Plant Life." In addition, the entire set is gone over from time to time to bring certain statistical or other information up to date and to replace obsolete illustrations.

Subscribers to *The Book of Knowledge* may purchase *The Book of Knowledge Annual*, described in Chapter 6, as a means of keeping their sets up to date. They also have access to the Grolier Information Service for answers to specialized questions.

Britannica Junior. Chicago: Encyclopaedia Britannica, Inc. 1934-. 15 vols. Price group "B."

This encyclopedia is aimed primarily at an audience of children from the fourth through the tenth grades. Though published by the same company, it is in no way a juvenile "rewrite" of *The Encyclopaedia Britannica*. Instead, its ancestor is *Weedon's Encyclopedia*, another children's reference work, long out of print. Though similar in organization to its ancestor, *Britannica Junior* has been completely rewritten and contains almost entirely new material.

The encyclopedia appears under the editorship of Walter Yust, editor also of the senior *Britannica* publication. Managing editor is Don A. Walter, former principal of Lincoln High School, Ferndale, Michigan. Educational and library specialists at the University of Chicago have taken part in research leading up to recent revisions. The revision program is continuous and the most recent revisions show quite marked improvements in many respects over editions of the mid-1940s. Care has been taken to insert current material even in relatively minor entries; for example, such abbreviations as "ACTH," "Benelux," "NATO," and "SHAPE" have been added to the list of abbreviations in the encyclopedia.

Britannica Junior's 15 volumes are divided into two parts. Vol. 1 consists of the "Ready Reference Index." This is made up of about 25,000 entries; of these about 90 per cent are brief "fact entries," on biographies, place names, and the like, often giving statistics repeated elsewhere in the encyclopedia. When further information is contained in the main encyclopedia on a subject, the appropriate cross reference is given. The next 14 volumes, organized on the unit-letter plan, contain the main body of the encyclopedia. This is made up of some 3750 different articles, selected according to their reference to elementary- and junior-high-school curricula and to their particular interest to children. For example, there are a large number of biographies of writers of children's books. Entries are arranged according to the letter-by-letter system of alphabetization. The entire set contains nearly 4 million words on about 6400 pages.

More than 500 persons are listed as contributors to the encyclopedia, though individual entries are unsigned. The forematter also lists seventeen editorial consultants and eight text simplifiers. The consistent attention paid to readability and to framing difficult concepts

in terms comprehensible to young readers is notable throughout the set. For instance, such an entry as "Algebra" is written in semi-story form and stories are also used to give added interest to other subjects. A certain amount of editorial censorship is also noticeable; for example, the entry on "Adolescence" glosses over the sexual aspects of the subject. Statistics are generally undated, but a check shows them to be largely of recent vintage.

Britannica Junior is unquestionably one of the most handsome of all reference books. Its large type is eminently readable and its illustrations are both attractive and informative. The editors claim some 7200 illustrations, of which there are 250-odd full-color plates. Notable among these are the use of well-known paintings as illustrations of otherwise rather dull subjects. Also very well done are the two-color illustrations of many subjects in natural science.

Unlike *Encyclopaedia Britannica*, *Britannica Junior* is entirely American in its accent. All spellings, for example, are those preferred in the U.S.

Chambers's Encyclopaedia. London: George Newnes, Ltd. 1859- . New ed., 1950. 15 vols. Price group "D."

This encyclopedia is, since the Americanization of *Encyclopaedia Britannica*, the largest and most respected general reference work published in Great Britain. Though respectably old, *Chambers's* should not be confused with the grandfather of all English-language encyclopedias, the *Cyclopaedia* of Ephraim Chambers. The modern *Chambers's* was instituted by William and Robert Chambers of Edinburgh, who first published the set in 520 weekly installments over the decade 1859-1868. Their original edition was based in large part on the famous German encyclopedia *Konversations-Lexikon* of F. A. Brockhaus. (See 5.3.) A newly revised edition appeared between 1888 and 1892; other new editions were published in 1923-1927 and in 1935. The preparation of the current edition began in 1944 and was finished in 1950. In 1952 the publishers of the set published *Chambers's Encyclopaedia World Survey*, which, though in the editor's own words it "is not designed as an encyclopaedic supplementary volume," does serve as a supplement in a number of ways. It covers developments in most major fields of knowledge, with a particular emphasis on world affairs, includes a considerable amount of biographical information, and presents useful statistical tables.

The material is carefully indexed. A 1955 revision brought some of the material in the basic set up to date through 1954.

The first 14 volumes of *Chambers's Encyclopaedia* contain the main body of the set, organized in split-letter volumes. Statistics are unavailable, but there appear to be roughly 35,000 entries, arranged in letter-by-letter alphabetical order. Vol. 15 consists of 144 pages of maps in color, including a number of historical maps, prepared by John Bartholomew and Sons; a map index; a general index to the encyclopedia; a list of major articles classified under subject headings; and a list of contributors with the articles they wrote. The set has a fair number of illustrations. Particularly useful are the many black-and-white location maps.

The managing editor of the 1950 edition is M. D. Law, whose use of initials tends to hide the notable fact that she is one of the few women chief editorial executives of an encyclopedia. The long list of advisory editors and of contributors to the set contains some of the most prominent names of the British scholarly world. There are relatively few foreign names among them.

The selection of subjects and their treatment follows the traditional encyclopedic pattern rather closely. There are fewer popular subjects than appear in American sets of comparable size and scholarly standing, though there are many brief entries and the set's value for reference use is high. The set's intended audience is in the editor's words "the educated layman," and the writing makes considerable demands on the reader's vocabulary and general knowledge. The general emphasis is, quite naturally, on subjects of particular interest to Britons, and the average American reader will probably find it of greatest use when he wishes to find out something of essentially British interest. One feature, however, should have a wider appeal: that is the custom followed in the majority of geographical entries of giving not just one population figure, the most recent, but also a series of population figures with dates, ranging back over a century or more.

Collier's Encyclopedia. New York: P. F. Collier & Son Corporation. 1950- . 20 vols. Price group "C."

This encyclopedia appeared in 1950 as an entirely new reference work, though its publishers had had considerable previous experience in encyclopedia making. Intended for a general audience, it is probably of greatest

5.1 MAJOR GENERAL ENCYCLOPEDIAS

use to high-school students and adults of high-school education and above.

The first 19 volumes comprise the main body of the encyclopedia, arranged in split-letter volumes of about equal size. There are approximately 30,000 entries in the set's some 14,000 pages, with a total of about 15 million words. The alphabetical arrangement follows the letter-by-letter system. The final volume contains the bibliography section, described below, and a general subject index, containing more than 400,000 subject references. A helpful feature of the index is the practice of identifying by a word or phrase individual references, particularly when they are identical or very similar to adjoining references.

Collier's is a most attractive set of books. The type face used is large and readable. About 10,000 black-and-white illustrations are used, primarily photographs, and they are well reproduced. There are 96 pages of illustrations in full color. Some 252 pages of colored Rand McNally maps are distributed throughout the set, illustrating the entries on the various regions covered in the maps. Each map carries its own index, and the general index carries additional references to the maps.

Though quite modern in its appearance and general contents, the encyclopedia is largely traditional in its concepts and methods of execution. That is, it emphasizes the "classical" subjects in both the selection of titles and in the material included under them. However, *Collier's* has not neglected science and technology, and its treatment of these fields is extensive and up to date.

It has used almost exclusively the contributor method in the preparation of its entries. Some 2000 persons prepared the entries under the direction of 84 department editors, assisted by about 100 staff editors. In its program of continuous revision, contributors are used primarily to make major changes in existing articles and to prepare new entries. Most of the contributors are listed at the beginning of the first volume. All entries are signed by initials; each volume carries at its beginning the initials, in alphabetical order, identifying contributors to that particular volume.

The set carries a reasonably large number of brief entries, but the editors have stressed particularly the comprehensive, essay-type entries on subjects of broader scope. A number of these entries are especially notable in that few reference works cover them so extensively. I, for one, have found the entry "Book

Publishing" particularly informative. Fields receiving especially extensive coverage include botany and linguistics.

A unique feature in *Collier's* is its 140-page bibliography section in the final volume. Instead of scattering bibliographies throughout the set appended to various articles, the editors have chosen to organize their suggested reading lists in one group under about 125 major subject headings. Listed works are further subdivided under these headings according to type and general subject matter. In addition, where several works are given under one heading they are listed in the direct order of their difficulty. Capsule descriptions are given with most books listed. The preponderance of books listed are of recent publication and are available in many libraries.

Since the encyclopedia was first published, Everett O. Fontaine has become director of publications for the set and William T. Couch its editor-in-chief. Mr. Fontaine was previously chief of the Publishing Department of the American Library Association and Mr. Couch director and general editor of the University of Chicago Press. Louis Shores, the distinguished librarian and authority on reference works, has acted as library consultant and advisory editor of the set from 1946.

Owners of the set may keep it up to date through the purchase of *Collier's Encyclopedia Year Book*. They also have access to a research service for reports on specialized subjects.

Columbia Encyclopedia. New York: Columbia University Press 1935-. 2d ed., 1950. 1 vol. Price group "A."

Though published entirely in one volume, this encyclopedia must be classified as a major encyclopedia because of the scope of its coverage. *Columbia* was first published in 1935 as an entirely new encyclopedia. Its main body remained unrevised except for corrections of typographical and similar errors until 1950, when a second edition appeared. In this edition, some 80 per cent of the material was rewritten and many new subject headings were added. The encyclopedia has adopted the practice of revising through supplements. Supplements to the first edition were published in 1938, 1940, 1942, and 1946. Each new supplement was cumulative, incorporating all the material in the previous supplements in one alphabet. Each supplement was attached inside the encyclopedia at the back. The first supplement to the second edition

appeared in 1953. It consisted of 24 pages, about half of which were devoted to listing the 1950 populations of U.S. towns and cities over 1000 in population. A second supplement, superseding the first, was published in 1956. It can be purchased separately, and is bound into volumes of the main encyclopedia sold after that date. It consists of 64 pages including 900 drawings. Of these, 18 pages are devoted to maps showing political changes through March 1, 1956. The remaining drawings consist of various units treating main subjects in a developmental fashion. In addition, 32 pages of text in the supplement give the 1950 U.S. census population figures, give a record of events from 1950 to 1956, and treat new historical events, new scientific developments, and other topics of interest that have arisen since 1950.

The second edition of *Columbia* was jointly edited by William Bridgwater, historian and editor-in-chief of the Columbia University Press, and by Elizabeth J. Sherwood, long editor of the *International Index to Periodicals*. The latter retired in 1950.

The size of *Columbia's* one volume can perhaps be best described as being eminently suited to helping youngsters sit comfortably at your dinner table. It consists of 2203 pages, on which appear some 6 million words under some 70,000 different headings. Alphabetization is by the letter-by-letter system. Though the type is relatively small and entries are set in three columns to a page, subject headings are easy to find and material relatively easy to read. There are no illustrations aside from a number of useful tables; this fact, of course, reduces the encyclopedia's value, particularly for young people.

The encyclopedia's intended audience is a general one, with particular emphasis on readers of high-school age or education and above. The work has been deliberately planned to save as much space as possible. Articles are carefully styled to avoid any waste wordage, and, therefore, most of the actual writing is done by staff members skilled in this difficult task. A number of advisers and contributors are listed at the front of the book. Usually original drafts of articles are written by such expert contributors and then revised and edited by staff members. Key articles may then be submitted to experts for criticisms and suggestions.

The encyclopedia's unusually large number of entries attempt to cover all fields of knowledge. Rather naturally, brief entries predominate, and major subjects do not receive the

extensive treatment found in some of the larger, more traditional encyclopedias. Special features include entries for all proper names in the King James version of the Bible, articles on all incorporated U.S. towns of 1000 or more population as well as on smaller ones of special interest, and unusually extensive coverage of Latin-American geography and biography. *Columbia* ranks high also in its inclusion of biographies of famous Americans, among many others.

Compton's Pictured Encyclopedia. Chicago: F. E. Compton & Company. 1922-. 15 vols. Price group "B."

This encyclopedia is one of the oldest and best known of the so-called school encyclopedias. It has considerable values for ready-reference purposes for persons of all ages, though its primary intended audience is school children from about the fourth grade through high school. Its publishers, in the encyclopedia business since 1892, originally published *The Student's Cyclopedia* under that and later titles. *Compton's*, however, was entirely new on its publication in 1922. Its general concept has remained substantially the same since the first printing and there have been no completely new editions of the set. However, the set has been continuously rebuilt and extensively revised. The publishers state that each year's initial printing involves the revision of as many as 2500 pages and from 700 to 900 pages receive attention in subsequent printings each year. Revisions include both "spot" revisions for updating statistics and inclusion of current history as well as "area" revisions in which all articles in selected subject fields throughout the set are redone. The editors emphasize the latter type of revision so that coverage of any main subject remains consistent throughout the encyclopedia.

The set's 15 volumes are organized on the unit-letter plan; in fact, *Compton's* originated the system in 1931. The alphabetical arrangement is by the letter-by-letter system. Each volume is divided into two parts. Approximately the first four-fifths of each volume is devoted to comprehensive entries on the principal subjects of general interest. The latter fifth comprises entries in the "Fact Index" that come within the same area of the alphabet as in the rest of the volume. There are about 40,000 entries in the some 8800 pages of encyclopedia; of these, a rough count indicates that about 3750 are major entries in the front of the volumes, the rest coming in the Fact Index. Entries in the latter consist chiefly

of identifications and definitions of subjects, factual entries on geographic place names, and biographies of living people and those of relatively less importance. In addition, there are a large number of cross references and index references to subjects discussed in the major entries throughout the set.

As its name indicates, *Compton's Pictured Encyclopedia* is heavily illustrated. Illustrations are of many types, including photographs, diagrams, charts, graphs, and maps. Of the latter, there are both black-and-white location and historical maps as well as C. S. Hammond maps in color illustrating the various major countries, U.S. states, and Canadian provinces. Each Hammond map carries an index. In addition, there are a large number of illustrations in full color. Estimates of the number of illustrations, made according to varying points of view, range from about 13,800 to about 20,000, including maps.

None of the entries in the encyclopedia is signed. However, more than 200 contributors and consultants are listed in the front of the first volume. According to the editors, major entries are originally prepared by expert contributors and then are tailored by staff members to meet the set's particular requirements in readability, correlation with school curricula and library reference needs, and space adjustments. During the entry's preparation, members of the editorial and art staffs work closely together so that the illustrations to both will supplement and complement the article.

Having a relatively limited number of major entries, *Compton's* tends to treat these in quite comprehensive fashion, subdividing the longer entries under various headings and using a large number of tables and diagrams. Particularly notable informational features are the fact summaries on the various states, including a page of highlights of each state's history in chronological order. The Fact Index makes it easy to find any information or picture included in the set.

Compton's emphasizes the educational values of an encyclopedia. Major entries include study outlines, 76 in all, with comprehensive lists of cross references to related subjects arranged topically. Most also include bibliographies of books in print, selected and graded for their suitability for readers of various levels. Considerable material is also included for the special use of parents in child guidance and psychology school methods, and in vocational guidance.

Editor-in-chief since the set's original pub-

lication has been Guy Stanton Ford. Charles A. Ford, formerly editor-in-chief of the educational department of John C. Winston Company, has been editorial director since 1952.

At different times *Compton's* has published both monthly and annual supplements, but abandoned the practice some years ago. Now, persons who purchase a set may trade it in for a new edition at half price within 10 years of purchase date.

Encyclopedia Americana. New York: Americana Corporation. 1829- . 30 vols. Price group "C."

This encyclopedia is the oldest major encyclopedia of American origin still in print. The first edition of 13 volumes, which appeared from 1829 through 1833, was based, like *Chambers's Encyclopaedia*, on the German encyclopedia Brockhaus's *Konversations-Lexikon*. A number of new editions were prepared thereafter. The last major edition, in which the encyclopedia was reset in 30 volumes, was published in 1917-1918. The present encyclopedia is based on that edition. However, revisions have been made on a large scale since that time. In 1943 the present index volume, Vol. 30, replaced the previous "Reader's Guide" in that volume. Since 1927, under a program of continuous revision, a new edition has appeared each year. According to the editors, a minimum of 10 per cent of the text is revised each year, as well as the entire index. In recent years the number of pages revised each year has averaged about 13 per cent of the set. *Americana* has a total of about 25,600 pages, containing about 27 million words in all. There are about 58,500 entries in all. The set uses split-letter volumes and a word-by-word system of alphabetization.

The material in *Americana* is prepared in part by expert contributors and the rest by staff members. Approximately 1000 contributors' names, including many famous ones, appear in a partial list in the first volume. At the end of each article written by a contributor appears his name and identification. Many shorter articles are not signed.

Though the encyclopedia has a large number of relatively brief entries, with particular emphasis on personal and place names, it has placed great emphasis on its long, essay-type entries on major subjects. Particularly notable are its entries on major countries, some of which are nearly of book length. So that each aspect of these and other major entries may be treated as expertly as possible, they have

been divided into different parts for writing by different contributors. For example, the article on India is divided into thirteen sections, prepared by seven different contributors in all. Revisions of articles are prepared at times by the original contributors, by other contributors, or by staff members. In the case of signed articles, the name of the person who revised it is given when it differs from that of the original writer.

Major entries carry extensive bibliographies. Many of these were prepared by the writer of the entry; in such cases the author's name follows the bibliography. Vol. 30 contains an index of about 250,000 subject headings. This index helpfully carries brief identifications of many of the subjects listed to guide its users.

The editors estimate that the set carries about 10,000 separate illustrations. Line drawings and black-and-white maps appear in many cases on the same pages as does the text. Photographs are reproduced on separate pages of a glossier paper than the rest of the set; many of these are in full color. About 150 Hammond maps in color are used, scattered through the set to illustrate the appropriate entries on countries, states, and Canadian provinces. Each map carries an index.

Americana boasts a number of special features. Its biographical coverage of eminent Americans, particularly of the nineteenth century and before, is one of the most extensive among comparable reference sources. Its coverage of Canada, both in its general entry on the country and in coverage of Canadian biography and other aspects of the country, is exceptionally thorough. A feature unique to *Americana* is a series of historical surveys of the Christian era, covered in 20 entries on the separate centuries. Each ends with a chronological list of the important events in each century. This series was completely rewritten for the 1955 edition.

Americana's intended audience is essentially students of the high-school and college levels and adults in business and the professions. As such it is to be found in almost all major high-school, college, and public libraries. The executive editor of the set since 1948 has been Lavinia Pratt Dudley, one of the few women editors of a major encyclopedia, who has been connected with the *Americana* organization from 1938.

Purchasers of *Americana* may keep their sets up to date by buying, at a reduced price, *The Americana Annual*, described fully in Chapter 6. They also have access to a research service for specialized information.

Encyclopaedia Britannica. Chicago: Encyclopaedia Britannica, Inc. 1768-. 24 vols. Price group "D."

This encyclopedia is at once the oldest and the largest in number of words of English-language encyclopedias. As such it probably enjoys wider fame and greater general repute than any other reference work in the world. It seems reasonable to state that a large number of Americans or Britons, given the word "encyclopedia" in a word-association test, would automatically answer, "Britannica." Yet, though *Britannica* is known by name and reputation to almost everyone who can read, it is by no means used or usable by everyone who can read. *Britannica's* reputation is founded on the scholarly thoroughness of its major entries; its editors make no bones of the fact that they prefer not to try to "popularize" subjects that cannot be made "easy to read" and still meet *Britannica's* high standards for scholarship. However, in recent years the editors have done much to reduce the reading difficulties in entries where difficult writing is unnecessary, and, beginning with the 11th edition, more and more "popular" subjects have found their way into the volumes. Nevertheless, by and large, *Britannica* is an encyclopedia for intelligent students of the high-school and college levels and for adults with good educations and active intellectual interests.

Because of its high prestige the editors of *Britannica* have through the years been able to attract as contributors some of the best minds in the English-speaking world. Fortunately for its budget, the encyclopedia has not had to raise its contributor fee; it still remains at the two-cents-a-word level. These experts have contributed many different types of entries. Some are eminently sound and scholarly and have stood with little revision through many editions. Other writers have taken advantage of their own prestige to submit entries that are more opinionated than factual, though eminently readable. In some such cases, for example George Bernard Shaw's entry on "Socialism," the editors have warned readers with an appropriate footnote. *Britannica* lists among its contributors today some 4700 persons, almost all of whom are listed also in *Who's Who*; among these are thirty Nobel prize winners.

The encyclopedia itself carries a long account of its own history. Here are the highlights: It was published originally in Edinburgh in three volumes some eight years

before the American Declaration of Independence. It went through two more editions in the eighteenth century; the third edition was widely sold in the United States in pirated editions. During the next century it went through seven more editions and many financial difficulties. By the time of the ninth edition in 1875, it was being sold in the U.S.—in legal editions—at about five times the rate it sold in the British Isles. Finally in 1897 it was taken over by four American promoters who gave it a much needed lift through active promotion by the most successful subscription-book sales methods of the time. They finally bought the rights to the set in 1901. They produced in the United States the 11th edition in 1910–1911.

In 1920, Sears, Roebuck and Company purchased the encyclopedia; under its auspices, aided by the philanthropy of its president, Julius Rosenwald, appeared the 12th, 13th, and the present 14th editions. But ownership of the encyclopedia proved a financial drain on the company's resources, and in 1943 it presented *Britannica* to the University of Chicago. A corporation was set up to manage the encyclopedia's business affairs; the university provides much guidance in the set's editing and receives a share of the corporation's profits.

Despite the fact that *Britannica* has been a naturalized American encyclopedia for more than a half century, it still retains a British accent. It still uses British spellings throughout, a fact readers need to keep in mind in using the set, since variants in spelling occasionally throw a subject title out of its customary American alphabetical order. In addition, it tends to give a greater than usual emphasis to the British aspects of many subjects, though the American viewpoint receives about equal treatment. There are, moreover, a number of subjects that would not normally receive coverage at all in most American publications, but that are included in *Britannica* because of their interest for Britons.

Britannica's main text is included in its first 23 volumes. The final volume is devoted to a general index with about 500,000 references to subjects in the set and to an atlas of 67 maps in color to which there is a map index. The encyclopedia's roughly 27,000 pages contain slightly over 41,000 entries in some 38 million words. Major entries carry extensive bibliographies. Its editors have counted some 21,000 individual illustrations. Some of these are drawings and location maps printed on the same pages as the text. Many more are

photographs printed on glossy paper inserted among the text pages. The volume organization is split-letter; alphabetization follows the letter-by-letter system.

A number of people express a preference for the ninth or the eleventh editions of *Britannica* because of the greater length and comprehensiveness of many of the entries in these editions. With the introduction of more and more "popular" subjects into the later editions, many of the long entries had to be cut in size. The length of these entries in the present printings should satisfy most readers, however. The editors plan no reset editions. Instead, they feel that their program of continuous revision more nearly serves to keep the set up to date. Yearly revisions affect as many as 3 million or more words in the set. They are of two types: "spot" revisions of entries affected by current events, and periodic "area" revisions of particular categories of subjects carried out at least once each 10 years.

A number of distinguished scholars have edited *Britannica* in the past. Editor-in-chief since 1938 has been Walter Yust, associate editor for eight years before. Previously he was a newspaperman, having been literary editor for a number of newspapers.

Owners of *Britannica* may use yearly editions of *The Britannica Book of the Year*, described in Chapter 6, to keep their sets up to date. They may also use the encyclopedia's research service for special reports.

Grolier Encyclopedia. New York: Grolier Society, Inc. 1944—. 10 vols. Price group "A."

This encyclopedia is based on a British reference work, *Harmsworth's Universal Encyclopaedia*, first published in 1920–1922. Doubleday, Doran & Company bought rights to this set and first published it in the U.S. as *Doubleday's Encyclopedia* in 1931. Ten years later its present owners, who also published *The Book of Knowledge*, acquired the set and published it as *The Grolier Encyclopedia* in 1944. Originally criticized for its British tone and emphasis, continuous editing over a period of years has resulted in weeding out almost all the material inherited from its British ancestor. The present executive editor of the set, Kenneth D. Sultzer, has worked with the encyclopedia since Grolier's purchase of it; he assumed his present position in 1953.

The encyclopedia's 10 volumes, organized in split-letter fashion, include more than

28,000 entries arranged in alphabetical order by the letter-by-letter system on about 5500 pages. The text totals over 5 million words. There is no index, but extensive cross references appear throughout the set. The text is set in three columns. The use of high-quality glossy paper heightens the reproductive qualities of the many photographs that are included among the 9000-odd illustrations. There are about 70 pages of illustrations in full color, including some maps. Most of the maps, however, are black-and-white; there are individual maps to illustrate entries on each of the U.S. states and Canadian provinces, as well as major countries.

The set is designed for the use of students in the upper elementary grades through junior college and in the home. The primary aim of the set is to fill the ready-reference needs of its intended audience. Thus the set emphasizes the brief factual entry and tends to minimize the use of the longer survey-type article. There is good coverage of geographical place names and rather exceptional coverage of biographical entries, both current and historical. Population figures and statistics are generally dated; most appear to be those available in the late 1940s, but U.S. census figures of 1950 are given throughout. The 1955 edition contains an 80-page insert listing the latest population figures for all parts of the world.

The majority of the longer entries in the encyclopedia, as well as a number of short entries, are signed by contributors. Some 750 contributors, advisers, and revisers are listed in the front of Vol. 1. Normally the set is revised in part each year; the editors report that several hundred pages are reset each year and many more undergo less extensive revision.

Owners of the set may purchase *The Story of Our Time*, published yearly by the Grolier Society, to keep their sets up to date. They may also use the Society's research service for special reports.

New International Encyclopaedia. New York: Dodd, Mead & Company, Inc., 1902-1930. 23 vols. and 4 supplementary vols.

This encyclopedia is unfortunately no longer in print. To many people it represents one of the high points in the history of encyclopedia making. Though naturally out of date, it is still found on the shelves of home and many school and public libraries, and sets may be occasionally found for sale in second-hand bookstores. Persons seeking sources of information not likely to have been affected

by the passage of time will find *New International* still quite helpful. A *New International Year Book* [6·1] still appears annually, under the imprint of Funk & Wagnalls, current owners of the rights to the set. They have no plans for revision and reissue of the main encyclopedia.

New International has a checkered ancestry. Its grandfather, so to speak, was one of the early editions of *Chambers's Encyclopaedia*, which was used as a basis for an American edition under a different title and in a different format during the late nineteenth century. Thus *New International's* great-grandfather was Brockhaus's *Konversations-Lexikon*, and it is perhaps this famous work that it most closely resembles. In its first edition of 1902-1904 it broke sharply with several encyclopedic traditions. Rejecting the idea of covering vast areas of knowledge in a relatively small number of monograph-type entries, it subdivided its subjects into some 65,000 entries. It rejected the idea of signed articles, insisting instead that its entries should be examined, edited, and rewritten where necessary by a number of experts in the same field, so that each entry became a consensus of their ideas on the subject. Finally, it rejected the idea that encyclopedias should necessarily be dull and difficult reading; it introduced the radical, for its time, idea that encyclopedias could be fun and easy to read.

New International continued along this pioneering trail in its second edition of 1914-1916, increasing its entries to about 80,000. A new printing of this edition, with some revisions, appeared in 1922. Four supplementary volumes were later issued, two in 1925 and two in 1930. Shortly thereafter publication of the set ceased.

Among its features you may still find useful are its extensive bibliographies, its brief entries on literary characters and allusions, its some 20,000 biographical entries, and its historical entries not affected by recent events.

The 23 volumes are organized in split-letter fashion; alphabetization is by the letter-by-letter system.

New Standard Encyclopedia. Chicago: Standard Education Society. 1910-. 10-vol. ed. (split-letter); 14-vol. ed. (unit-letter). Price Group "A."

This encyclopedia is designed, according to its publishers, for a "family" audience. Though most articles are written so that they may be understood by children from age 10 and up, no particular effort is made to make

5.1 MAJOR GENERAL ENCYCLOPEDIAS

the set appeal especially to children. Instead, it is designed to suit as nearly as possible the general reference needs of almost any type of reader.

New Standard was originally published under the name *Aiton's Encyclopedia* in five volumes. It became at that time a popular addition to grammar- and country-school libraries. In 1912, a revised edition in six volumes appeared under the name *Standard Reference Work*. In 1930 the work donned its present title and expanded to ten volumes of about 4500 pages. The present set has about 5400 pages with a total of some 14,000 articles, plus some 2000 subject cross references. There is no index. The set has about 4 million words.

New Standard is published in two editions. Their contents are identical except for the addition of Hammond maps in color with map indexes of the various states. The 14-volume edition is somewhat more expensive than the 10-volume. Both editions carry about 500 full pages of illustrations in black and white. There are also some 208 pages in full color and 32 pages of maps in addition to the state maps. Articles are arranged in the word-by-word system of alphabetization.

The encyclopedia's selection of entries and treatment of them runs, in general, along standard lines for an encyclopedia of this size and intended audience. To be noted are exceptionally good treatment of the briefer scientific entries, particularly in botany, zoology, and chemistry, most of which include concise statements of the more technical aspects of the subject, information that is hard to find outside textbooks and field guides. Entries are unsigned. According to the editors, most entries are staff-prepared, with many checked by experts consulted as advisers and authenticators. A five-member advisory board is headed by John I. Goodlad, professor of education at Emory University. The encyclopedia's editorial director, Calvin Rogers Fisk, has served on the editorial staff of the reference work since 1914.

Since its 1930 edition the encyclopedia has been kept up to date through a process of continuous revision. Its editors began in 1955 a program to reset the entire set with complete revision over a period of about five years. Evidence of competent revision appears in the generally dated statistics and population figures as well as the occasional bibliographies given for major subjects.

Subscribers to the set receive *World Prog-*

ress, a quarterly publication featuring year-book-style entries in alphabetical order. These are fitted into a binder each year with a cumulative index to the year's four issues. Subscribers may trade in their sets for a new one at half price within 10 years of purchase date. They have access to a research service maintained by the publishers to answer specialized questions.

Our Wonderful World. Chicago: Spencer Press, Inc. 1955-. 18 vols. Price group "C."

This reference work is the newest addition to American encyclopedias. Publication of early volumes began in late 1955; the final volumes appeared in 1957. *Our Wonderful World* was assembled in Champaign, Illinois, where its staff was able to use many of the research facilities of the University of Illinois. An important preliminary step in the preparation of the set was a study conducted by members of the university's College of Education into the reading habits and needs of children. Questionnaires were distributed on a nation-wide basis to school children, their parents and teachers, and librarians, seeking answers to the questions: What do children look up and like to read about (asked of the children)? What do parents, teachers, and librarians *think* children like to read about and want to look up? And, finally, what do parents, teachers, and librarians *want* children to read about and look up? Fortunately for the editors, the answers to these questions from the four different sources were close enough so that they did not have too much trouble in outlining their general plan and selecting material for it. The editorial preparation of the encyclopedia is under the direction of Herbert Zim, until 1957 on the faculty of the College of Education of the University of Illinois and author of numerous books on scientific subjects for children.

Our Wonderful World's intended audience is children between the ages of nine and sixteen, though parts of it should appeal to younger children as well. In essence, it is an anthology of selections from already published works, books, magazine articles, pamphlets, or whatever other source the editors found to contain usable material. Selections were made on the basis of the essential accuracy of the information they contained as well as the over-all liveliness and lucidity of the style in which they were written. The author and source of each entry is given, these citations

constituting in a sense a useful bibliography. Some introductory and connective materials as well as certain technical articles which had to be reduced to a more simplified manner of writing were prepared by the editorial staff.

Our Wonderful World follows its own version of the "topical-unalphabetical" arrangement. The editors, however, reject the term "topic," speaking instead of some 30 "themes" they have selected to follow through the set. Each theme is handled in a number of sections, distributed through the first 17 volumes. Each section in turn is made up of a variety of factual articles, an occasional story or poem, and short "filler" items related to the section's subject matter. For example, one theme is "The Earth We Live On." That is treated in 13 sections dealing with rocks; the oceans; soil; precious metals and gems; the atmosphere; fossils; rivers; the earth's geologic past; cartography; mining and smelting ore; how coal is formed and mined; and meteorology. A sample section is the first, dealing with "The Rocks beneath Our Feet." That consists of the following separate items:

- An introduction
- The earth's crust
- How the earth's surface changes
- Volcanoes, with a table of principal volcanoes
- Earthquake belts
- An account of a visit to a volcano
- Caves and caverns
- The "Lost in a Cave" sequence from Mark Twain's *Tom Sawyer*
- A brief story on the origin of Mark Twain's pseudonym

Thus the various sections are designed so that they tie related subjects together; so that a section equals about the total number of pages the average child will read at a time; and so that the sections in their entirety cover most of the subjects included in the average general encyclopedia for children. The final volume consists of two parts. There is an index to the various subjects covered in the encyclopedia; a number of these index entries give basic information on these subjects. The editors, however, have refrained from including any of the latter type of entries on subjects not mentioned elsewhere in the set. The second part of the eighteenth volume consists of a kind of guide to the thematic treatments used in the set, relating them in part to school subjects and curricula. Throughout the set cross references from one related subject to

another are also used. A table of contents at the front of each volume helps an interested reader follow one theme completely through the set or to find other material. The set contains some 8500 pages with about 4½ million words in all.

The editors believe that *Our Wonderful World*, from the point of view of space devoted to illustrations, is the most heavily illustrated reference work of its kind. It has about 15,000 illustrations. Two colors are used throughout the set where such use is effective, and there are 460 pages in full color. Full-color maps of continents and other regions of the world are included, plus many other maps in black and white and two colors. While many photographs are used, primary emphasis in illustration has been on drawings specially designed for the set to supplement and complement the text materials.

The editors, while making a claim to encyclopedic coverage in the set, tend to stress rather the set's values as an educational tool designed to stimulate the child's interest in reading and pursuit of knowledge through directed channels.

The editors have undertaken a program of continuous revision of the set. In addition, they scheduled for the fall of 1957 the start of a program of publishing twice yearly a supplementary volume to be called *What Is Happening in Our Wonderful World*. Plans called for this to contain material similar in form to the contents of the basic set bringing factual matter up to date. Purchasers of the set have access to a research service maintained by the publishers.

Oxford Junior Encyclopaedia. London and New York: Oxford University Press. 1948-. 13 vols. Price group "B."

This encyclopedia is the most recent and the best of encyclopedias for children published in Great Britain. Though American children may find that British interests are perhaps too heavily stressed in certain sections, they could probably read most of the set without realizing its British origins except for the spelling used. All in all, *Oxford Junior* will probably smack little more of England to children than *Encyclopaedia Britannica* does to adults.

The encyclopedia is organized in a "topical-alphabetical" scheme of arrangement. Twelve volumes are separately devoted to twelve separate general topics or subjects. The final volume is a general index to the set. One

5.1 MAJOR GENERAL ENCYCLOPEDIAS

contains various incidental reference data. The subjects of the volumes with their dates of publication are as follows:

I. Mankind (1948); II. Natural History (1949); III. The Universe (1949); IV. Communications (1951); V. Great Lives (1953); VI. Farming and Fisheries (1952); VII. Industry and Commerce (1951); VIII. Engineering (1955); IX. Recreations (1950); X. Law and Order (1952); XI. The Home (1956); XII. The Arts (1954); XIII. Index (1957).

Individual volumes may be purchased separately and some people may wish to do so, but the subjects treated in the different books are often closely linked together. For example, a country's physical geography is described in Vol. III; its people are described in Vol. I; references to its economy may appear in Vols. VI and VII. Other aspects of the country may be described in other volumes. Cross references between volumes tend to link these subjects together, and the index does the job more thoroughly.

Each volume consists of about 500 pages, with an average of 210 entries per volume. The set contains about 6000 pages in the first 12 volumes, with some 2500 entries of a total of about 3,650,000 words in all. Alphabetization follows the letter-by-letter system.

The set is handsomely put together. The type is large and clear and the set is printed on high-quality glossy paper. Each volume carries about 500 black-and-white illustrations and eight pages of full-color illustrations. These consist primarily of well-selected photographs plus a number of drawings, particularly of subjects in natural history, and many historical and location maps. None of the entries is signed. Laura E. Salt and Robert Sinclair serve jointly as general editors, while each volume has its own editor or advisory editor. Each volume lists the names of persons who have contributed to the set. A continuous revision program on a volume-by-volume basis is being carried out.

Most of the entries are extremely readable, to adults as well as to children. In addition, the expanded type of treatment made possible by the topical arrangement provides perhaps more detailed information on specific subjects than is found in most encyclopedias of this over-all size. Teachers particularly will find such data as that contained on human geography in Vol. I extremely valuable in their work.

An American edition of the encyclopedia was in preparation in 1958.

Richards Topical Encyclopedia. New York: The Richards Company, Inc. 1933-. 15 vols. Price group "B."

This reference work, though designed primarily for use by children of about age 10 and over, is said by its publishers to be read about equally by children and adults. Though written in simple language, most of its text is not "written down," and the coverage of many subjects is extensive enough to meet many of the reference needs and interests of adults.

The encyclopedia was published in 1933 as an entirely new set, originally called *Richards Cyclopedia*. It took its present name in 1939. The Grolier Society, publishers also of *The Book of Knowledge* and *The Grolier Encyclopedia*, purchased the set in 1945 and have since published it under the imprint of The Richards Company, a subsidiary of the Grolier Society. The first editor of the set was Ernest Hunter Wright, formerly head of the Department of English at Columbia University. Since 1934, however, his wife, Mary Heritage Wright, also a college English professor, has been chief editorial executive of the set.

Richards is, in organization, another "topical-unalphabetical" encyclopedia. In format it adheres more closely to the topical concept than do other similar encyclopedias. That is, all of the articles treated under a particular topic appear together with similar articles in one or more volumes. There are some 1300 chapters and separate articles, but most of the units are part of a larger whole. The first four volumes are devoted to natural science, with full-length treatments of geology, astronomy, meteorology, physics, electricity, botany, physiology, and zoology. Physics has 24 chapters; zoology fills two volumes. The next four volumes treat the social sciences: history, geography, a detailed description of the states and territories, articles on government, economics, social welfare, conservation, and other related topics. Articles on basic industries fill the ninth volume, and treatment of applied sciences occupies the tenth. Art and architecture take up the eleventh volume and the crafts the first half of the twelfth. The last half of this volume and all of the next are devoted to biographies of famous men and women. The fourteenth contains myths, fairy tales, folk tales and legends, sports and games, camping and woodcraft, riddles and puzzles, things to make and do, and articles on similar subjects. The categories of subjects treated in each volume are stated on the backbone of

the books. A table of contents of each volume appears at the front of the separate books of the set. These devices, together with a detailed index, adapt the set for ready reference. The index occupies the final volume, giving about 71,000 subject references and cross references.

Richards has a total of 8843 pages and includes about 4½ million words. Altogether there are about 12,000 illustrations, several hundred of which are in full color. Over a third of the space is given to pictures. Most are photographs, but there are some 1115 charts, diagrams, and tabulations of various sorts. U.S. population figures are given in a 58-page section. Of the 226 maps, 42 are in black and white and the rest constitute an atlas of the world in full-color Hammond maps.

The encyclopedia was originally prepared by expert contributors and rewritten by an editorial staff to achieve a uniform simple, colorful style. Vol. 1 carries a list of advisory editors who supervise revision of old entries and preparation of new articles. The set is under constant revision, with a new printing usually each year. A given subject comes up for revision about once in five years, but important events in various fields are usually recorded in the next printing.

The editors stress the educational values of the set. Part of this value, they believe, comes in the fact that similar subjects are treated together, so that the maximum use is made of the laws of association. In addition, *Richards* has a unique feature in its 685 "unit pages," organized study outlines preceding the chapter or article to which each pertains. Based on modern school curricula, it outlines the unit and lists cross references and related materials. Both teachers and individual students have found these pages useful.

Subscribers may purchase the annual, *The Story of Our Time*; they have access to the Grolier Information Service.

Universal World Reference Encyclopedia.
Chicago: Consolidated Book Publishers.
1916- . 15 vols. Price group "A."

This encyclopedia is designed to fit the needs of a "family" audience. That is, it is generally written in language simple enough to be understood easily by children about 10 years old and over, but it treats subjects not only of interest to children but also primarily to adults.

The encyclopedia first appeared in 1916 as *The Standard American Encyclopedia*. It was purchased by its present publishers in 1937. Its name was changed to its present title in

1944. A program of continuous revision is used in keeping the set up to date. During 1956-1957 a complete revision and resetting of the encyclopedia was carried through to appear early in 1958. During this revision roughly 20 per cent of the contents of the set were discarded as obsolete and replaced with new entries. The remainder of the contents were rewritten or revised to be brought up to date as required. Virtually all the illustrations were replaced. A new illustration feature was added—about 600 black-and-white location maps.

Universal contains about 6000 pages, with more than 27,000 entries in some 4½ million words of text. The selection of topics treated under separate titles follows a fairly standard pattern of inclusion for a set of this size and intended audience. Rather unusual coverage is given, however, of Canadian subjects. In a 1955 revision of the set, entries were included on all Canadian towns of 1000 or more population, plus entries on many other Canadian place names and a large number of Canadian biographies. The encyclopedia also has better than usual coverage, for a set of its size, of entries in the fields of botany and zoology. The set is organized on the split-letter principle; articles appear in a letter-by-letter alphabetical order. Numerous cross references make the set self-indexing.

Universal contains roughly 6000 illustrations, of which about 5300 are photographs. In addition, the set has 118 pages of illustrations in full color, and 16 pages of regional maps of the world in color. The Canadian edition carries also 16 pages of regional maps of Canada. A unique illustration feature added in the 1955 edition is a gate-fold chart illustrating the genealogy of dogs.

Entries in the encyclopedia are largely unsigned. Some articles prepared by expert contributors bear their signatures. According to the editors, most revisions are conducted by staff members, with major entries authenticated by experts outside the staff.

Owners of the set may purchase through the publishers at a reduced price the *New International Year Book* to keep their sets up to date. The publishers also provide a research service for customers' use in securing reports on specialized information.

Wonderland of Knowledge. Lake Bluff, Ill.: Publishers Productions, Inc. 1937- . 14 vols. Price group "A."

This encyclopedia is intended primarily for use by children from the time they can read

until they finish junior high school. As its name indicates, it is particularly designed to answer the "wonder" questions with which children of this age plague their parents and teachers. To point up this purpose the editors include at the beginning of each volume a section of "highlights" of the volume. These consist of a series of questions with cross references to the answers that may be found in the volume, as well as "A Wonderland Adventure" in picture form.

The encyclopedia is published by an affiliate of the United Educators, Inc., publishers also of *The American Educator Encyclopedia*. The editorial executives of the latter reference work also direct the editorial staff of *The Wonderland of Knowledge*. Victoria S. Johnson, managing editor of both encyclopedias, is in specific charge of revisions of *Wonderland*. According to the editors, a program of continuous revision is conducted by the staff, with the aid of various specialists and consultants. Each of the printings during a year contains substantial revisions.

The set contains about 4600 pages and some 2,100,000 words in all. It is divided into three distinct parts. The first 12 volumes comprise the alphabetically arranged encyclopedia, with a total of about 5000 entries. The volumes are organized on the split-letter basis; entries are listed according to the letter-by-letter system of alphabetization. Selection of subjects for inclusion in the main encyclopedia appear to correlate closely with those commonly chosen for inclusion in reference works for grade-school children. Articles generally are written in a lively, story-type style. They usually avoid dated population figures and statistics, emphasizing instead round-number figures and statistical trends.

The thirteenth volume is a "Hobbies Book," containing 64 chapters on such do-it-yourself activities as photography, arts and crafts, collections, scientific experiments, etc. The final volume, entitled "Guideposts to Knowledge," is a guide to organized study in five broad areas of human experience. It consists of a series of broad survey articles on subjects of particular interest in the upper elementary grades and junior high school, such as government, transportation, conservation, vocations, health, and the like. These articles contain cross references to related topics in the main encyclopedia and end with suggested bibliographies of books selected for their suitability for young readers.

Wonderland devotes about 35 per cent of its space to illustrations. These consist not

only of photographs, but also of many diagrammatic and illustrative drawings. Many are in two colors and a number are in four colors. A number of the latter are novel, such as "Superstition" and "Animals on the Alert." A section of colored maps appears at the end of Vol. 12. An example of the numerous illustrative features is the chart in color of American history used to illustrate the entry on the U.S. The set is self-indexing through the use of extensive cross references.

The Wonderland of Knowledge is essentially staff-written, but much material is provided in basic form by several hundred contributors and advisers, some of whom are listed in the first volume. All articles are reviewed by authorities. An editorial advisory board helps to chart the course of revisions and to advise the editors on the emphasis to be placed on various major subjects. Many of the entries are pretested in actual classroom use in the publisher's own indoor-outdoor school and in other schools.

Subscribers to the encyclopedia keep their sets up to date by receiving *World Topics*, a supplement totaling 384 pages a year. They also have access to the research service maintained by the publisher for special reports.

World Book Encyclopedia. Chicago: Field Enterprises, Inc. 1917- . 19 vols. Price group "B."

The publishers of this encyclopedia have stated in their advertising that more people buy *World Book* than any other encyclopedia. At this writing, no publisher has challenged this statement. In any case, the encyclopedia has long enjoyed a reputation as being one of the most widely used of school encyclopedias. The encyclopedia is particularly designed for use by school children from about the sixth grade through high school; however, it has considerable value as a ready-reference tool for adults.

The encyclopedia was originally published in eight volumes by W. F. Quarrie & Company. In 1921, it was expanded to 10 volumes and in 1929 to 12. The set has existed in its present size since 1933. In 1947 the encyclopedia was published in a new edition, completely reset and completely revised with many added new features. Since then a program of continuous revision has been conducted, with one or more new printings each year. The set's publishers officially became the Educational Division of Field Enterprises, Inc., in 1948, though Marshall Field III had purchased the publication in 1945. J. Morris Jones be-

came managing editor of the set in 1940 and was named editor-in-chief in 1954.

World Book's first 18 volumes comprise the encyclopedia proper. They are organized on the unit-letter basis; the letter-by-letter system is used in alphabetization. The total set has more than 10,400 pages with about 7 million words. A rough estimate indicates there are some 26,000 entries in the set. The encyclopedia has no subject index but it is among the most carefully cross-referenced of any of the sets. Besides "see" cross references, it carries extensive lists of related subjects at the end of major entries. The encyclopedia's final volume is a "Reading and Study Guide." This is a comprehensive topical index to the set organized by major fields, further divided into minor fields. One feature readers often find useful in this guide is a list of major organizations with their addresses.

World Book's methods of preparing its material adhere to a rather rigid pattern. In some cases articles are originally prepared by expert contributors. These then are rewritten or edited as needed by staff members to conform to the set's standards of readability and organization. Edited entries are then returned to the original contributors for checking as to their final accuracy. Other entries are staff-written, but almost all of these are then sent to outside experts for authentication. Each entry is signed by the initials of the contributor or authenticator; the initials may be identified in a list of about 1500 names that appears early in the first volume. In addition, all entries are checked for readability by a specialist in this field. The encyclopedia follows a practice of "grading" its entries; that is, adapting the language and style of an

entry or part of one to the grade level at which the subject is commonly studied. All entries being revised to any extent are handled in the same manner.

The encyclopedia is extensively and attractively illustrated. There are more than 20,000 individual illustrations, including about 210 pages in full color. Particularly notable are the natural history drawings and the plates depicting the history of dress. The set carries about 225 maps in full color, drawn by Rand McNally, to illustrate the various countries, U.S. states, and Canadian provinces. Each map carries its own index. In addition, there are some 1100 other maps in the set either in two colors or in black and white. Though a large part of *World Book's* illustrations consist of photographs, perhaps its most notable illustrations are its many drawings, particularly those depicting processes. Very effective functional use of a second color has been made in some of these.

World Book's selection of topics for treatment in the set has been carefully integrated to school curricula. In addition, certain extracurricular juvenile interests are recognized; for example, the set contains many biographies of authors of children's books. Other educational values in the set include detailed outlines and lists of study questions at the end of major articles, as well as graded bibliographies for many subjects.

Owners of the set may purchase *The World Book Encyclopedia Annual Supplement*, described in Chapter 6, as a means of keeping their sets up to date. The publishers maintain a research service for the use of subscribers.

5·2

Abridged Encyclopedias

In addition to the major general encyclopedias, there are a number of other works of a general encyclopedic nature that, for lack of a better term, I will classify as "abridged encyclopedias." About the most they have in common is that they appear in one volume; though one listed below fails to qualify even in this respect. Otherwise they differ widely in nature, in organization, in scope, and in manner of presentation.

Their greatest value is for ready reference. Where the major encyclopedias offer their readers, in varying degree, opportuni-

ties for extensive study in fields of their interest, the abridged encyclopedias tend to emphasize the presentation of specific facts. Their different methods of organization are based on different concepts of how such specific facts can best be presented. Some follow conventional alphabetical systems of arrangement. Others divide their contents into different classifications or groupings according to broad subject divisions.

These reference works serve a number of purposes. Being small of size, relatively speaking, they can be carried around easily.

Thus they have utility for the school child who does his homework in many different parts of his house. They take up little space in crowded apartments or in offices. For the person who can't afford a major encyclopedia or who wants a second reference work in his office or elsewhere, the comparatively small cost of these works is an important factor. In addition, such works, particularly those that are kept up to date, serve as useful supplements to major encyclopedias, adding the more recent statistics and other information that you may find missing from the larger work. In many respects, a new edition of one of these books will prove to be as effective a supplement to the major encyclopedia you own as will an encyclopedia yearbook. Finally, an abridged encyclopedia often proves more functional for ready-reference purposes than does the major encyclopedia, since it is primarily designed for that purpose and since you will have to wade through comparatively less material to find the facts you are seeking. The following works are those most commonly found for sale today and on library shelves.

The Basic Everyday Encyclopedia. Prepared by the Reference Department of Random House, Inc., under the editorship of Jess Stein. New York: Random House, Inc. 1954. 1 vol. 574 pp.

This very inexpensive work follows the traditional pattern of the one-volume encyclopedia. All but the final 10 pages consist of brief entries on topics commonly found listed in most encyclopedias. There are roughly 15,000 entries in the book, almost none of which runs to more than 200 words; most have less than 50 words. Selection of entries is relatively standard; emphasis is on biography, geography, the Bible, medicine, general science, and other subjects that easily lend themselves to discussion under titles of comparatively minor importance. Topics such as chemistry, advertising, religion, and the like, which are extensively treated in major encyclopedias, receive relatively short shrift. The editors state that the encyclopedia was entirely new at the time it was published. There are a number of subjects included of very recent interest. Populations and other statistics are not dated, but they appear to be up to date as of time of publication. There are

eight pages of various lists and tables at the end of the book. There are no illustrations.

The Columbia-Viking Desk Encyclopedia. Compiled and edited at Columbia University by the staff of *The Columbia Encyclopedia*. William Bridgwater, ed.-in-chief. New York: The Viking Press, Inc. 1953. 1 vol. 1092 pp.

This book is primarily a reduction of *The Columbia Encyclopedia* [5·1]; in comparison with the larger parent work, it contains 31,000 entries as against about 70,000 and 1,250,000 words as against about 6,000,000. The contents are arranged in alphabetical order. The headings were chosen essentially from the larger volume, with some additional headings added to bring the work up to date. Those entries "boiled down" from the parent encyclopedia were rewritten on the basis of the facts contained in the larger volume and, according to the editors, were reviewed by experts to ensure that errors did not creep in during the rewriting process. The style is telegraphic, consisting of phrases and clauses rather than complete sentences; essential facts on subjects are included, but less important facts are omitted. Populations and statistics are not dated but appear to be the most recent available at the time of publication.

The volume has six maps of continents in black and white and two endpaper maps in color (the Atlantic World and the Pacific World). There are also 20 pages of line drawings and six large tables. A subscription edition published by The World Publishing Company in 1954 contains eight color plates in addition to the other illustrations.

The Great Encyclopaedia of Universal Knowledge. London: Odhams Press, Ltd. 1 vol. 1146 pp.

The English have produced more one-volume encyclopedias than have Americans; this work is one of the more recent of these publications. Though it bears no copyright date, examination of its contents places its completion at about early 1947. It, too, consists of entries arranged in alphabetical order. A rough estimate indicates that there are about 12,000 entries, with title selection following fairly traditional patterns. American users will note a preponderance of titles of essentially British interest, particularly in geography and biography, and a corresponding sparsity of similar titles of essentially American interest. Entries are brief, written

in part in the form of phrases and clauses rather than complete sentences. Populations and other statistics are not dated and are normally stated in round numbers. The book contains some 1100 illustrations in the form of line drawings as well as a 22-page supplement of famous characters in drama and fiction.

Hutchinson's Twentieth Century Encyclopaedia. Walter Hutchinson, ed., rev. by E. M. Horsley. London: Hutchinson & Co. (Publishers), Ltd. 1948; new and rev. eds., 1952, 1955. 1 vol. 1040 pp.

This work is the most up-to-date and perhaps most useful for Americans of the British one-volume encyclopedias based on traditional patterns. It contains roughly 20,000 entries, arranged alphabetically, and about 1 million words. It contains some 1400 illustrations, both photographs and line drawings, plus a color plate of national flags and a 16-page atlas section in full color. Special features are the useful appendixes with lists of abbreviations and tables of weights and measures, as well as other tables scattered through the volume. The entries tend to be more extensive than those found in many one-volume works, particularly those on countries and other major geographical divisions, and important biographies. While the emphasis is naturally on subjects of British interest, there are many entries of essentially American interest. Most entries are written in complete sentences; statistics generally are dated.

The Lincoln Library of Essential Information. Edwin Valentine Mitchell, ed. Buffalo, N.Y.: The Frontier Press Company. 1924—. 1 and 2 vols., 2286 pp.

This work might be classified by some reviewers as being nearly equal in scope and comprehensiveness to a number of the major general encyclopedias listed earlier in this chapter. Its pages contain about 3 million words and its general index lists some 22,000 subject headings. In content of specific facts, it is unquestionably superior to a number of major encyclopedias, but it lacks the comprehensive discussion of many important topics normally found in the larger reference works.

The Lincoln Library, first published in 1924, is currently revised nearly every year. The book follows a topical arrangement. That is, it is divided into twelve major divisions: The English Language; Literature; History; Geography and Travel; Science; Mathematics;

Economics and Useful Arts; Government and Politics; Fine Arts; Education; Biography; and Miscellany. Each of these divisions is further divided according to major subjects under them. Within these subdivisions either a general discussion of the topic is given or a series of entries resembling traditional encyclopedia entries are presented, often in alphabetical order. An indication of the work's scope is the fact that the biography section includes entries on more than 3600 persons, about the same number as is found in the smaller of the major general encyclopedias.

Particularly useful features of the work are the following: some 330 different tables, many of which are unique to the book; an outline of literature of the Western nations, prepared by Christian Gauss; a chronology of world history given in parallel form; some 50 different dictionaries or glossaries of names and special terms; a classified list of biographical entries; valuable how-to-do-it information in a number of fields; test questions on many different subjects; an extensive list of synonyms and antonyms.

The book contains approximately 800 illustrations, primarily photographs, as well as 16 pages of maps in color. *The Lincoln Library* is in part staff-edited, but its foreword lists some 60 contributors to the work with notes on the sections they have prepared. The work is to be found in most public libraries and a great many school libraries. Simply written, exceptionally well indexed, it has been found extremely useful and reliable for ready-reference purposes. It is normally sold by subscription.

Nelson's Encyclopaedia. Compiled and edited by H. L. Gee. London: Thomas Nelson and Sons, Ltd. 1951. 1 vol. 743 pp.

This work is a conventionally organized one-volume encyclopedia, consisting of about 9000 entries and about 500,000 words. Though containing fewer entries than many similar works, it gives considerably more information under its headings in many cases than do other one-volume encyclopedias. This is particularly true of its major entries on geographical subjects. The emphasis in its contents is on topics of essentially British interest; for instance, the biography of Captain Cook fills two-thirds of a column, while President Coolidge's life receives three lines.

The book is exceptionally well illustrated, both with line drawings and photographs. There are 16 pages of illustrations in full color.

The New Century Cyclopedia of Names. Clarence L. Barnhart, ed. New York: Appleton-Century-Crofts, Inc. 1954. 3 vols. 4342 pp.

This work is a complete revision of one of the old stand-bys of American reference librarians, *The Century Cyclopedia of Names* (New York: The Century Company, 1894). Though this older work was not revised after 1911 until the appearance of this new revision, it still received almost constant use in the libraries and homes lucky enough to own a copy. Persons comparing the old and the new versions will find them to be substantially the same in scope and extent of coverage. The principal differences reflect the change of interests between 1894 and 1954; particularly notable are a reduction in the number of entries on mythology and a considerable change in the listings of literary references.

Some persons will undoubtedly question the listing of this work among general encyclopedias. It is quite true that *Century* is not encyclopedic in its scope. Its entries are limited to proper names—in geography, biography, literary characters and works, mythology and religion, colleges, organizations, government agencies, and certain historical events. There is little or no coverage of such fields as science and the social studies. I have listed it here, however, partly because it fits no other classification, but primarily because it does satisfactorily answer a very large proportion of the reference questions for which one normally consults a general encyclopedia. In addition, it contains a great deal of information one will seldom find in any general encyclopedia of even greater scope.

The three volumes contain some 100,000 entries, plus about 20,000 cross references. Though the entries are not exceptionally lengthy, they contain most of the basic facts one wants to know on any particular subject. Entries are not signed, but some 350 persons are listed as having acted as consultants or contributors. The preface states that the entries fall into 1248 different categories. However, I would divide the major proportion of them into the following fields:

Geography. There are entries on countries, states, provinces, cities, mountains, lakes, rivers, and other geographical divisions and points of interest. Particularly useful are the entries or cross references under ancient place names. *Century* appears to have more entries

on Antarctica than any other work of its kind. All in all, geographic coverage is as nearly complete and as well balanced as you will find in most gazetteers.

Biography. Biographies are extensive and comprehensive both in the number of entries and in the facts given in the entries. While Americans are well represented, they have been well balanced against entries on foreigners. You will find here information on many people difficult to find listed elsewhere, particularly Latin Americans, Eastern Europeans, and Orientals. Biographies of living persons appear in good quantity and are generally up to date.

Literature. There is extensive coverage of titles of literary works and of names of characters in fiction and poetry, particularly English and American literature. There is less coverage of literature in other languages and there appears to have been some uncertainty about inclusion of titles and characters from recent works.

Mythology and Religion. You will find in *Century* not only listings from Greek and Roman mythologies but also from Norse, Teutonic, American Indian, Celtic, and the various Eastern mythologies and religions. Listing of Biblical characters and place names is quite extensive. There are many listings under names of feast days and other religious celebrations and holidays.

History and Government. There is excellent coverage of entries in these fields where they can be conveniently discussed under the names of treaties, conferences, battles, government agencies, names of dynasties, and the like.

Art. Besides literature, there are a fair number of entries under names of paintings and pieces of sculpture, schools of art, and titles of major musical works.

Anthropology. *Century* gives an unusually large number of listings of entries on peoples and tribes, particularly Africans and North and South American Indians.

Miscellaneous. Among the miscellaneous groups of entries of particular interest are U.S. Supreme Court decisions; organizations; major schools and colleges.

Century carries no illustrations. The appendixes in Vol. 3 include a chronological table of world history; lists of rulers, chiefs of state, and other notables, by country; states of the U.S. and of the Confederacy; genealogical charts of major dynasties; members of the UN; a table of popes; a geological table; and

a list of prenames used in the work, with their pronunciations.

Odhams Encyclopaedia Illustrated. Lord Gorell, general advisory ed. London: Odhams Press, Ltd. 1953. 1 vol. 960 pp.

This encyclopedia is more up to date and considerably more comprehensive than Odhams's *Great Encyclopaedia of Universal Knowledge* described earlier in this chapter, though it follows the same general plan. It includes nearly 16,000 entries, more than the other work, and there appears to be more detail under the different headings than in the other work. The chief lack is the failure to give population figures under many of the geographic entries. Entries are arranged in alphabetical order; selection of entries again emphasizes British interests. There are about 1500 illustrations, including about 40 black-and-white maps.

Pears Cyclopaedia. L. Mary Barker, ed. 1897-. Isleworth, Middlesex: A. & F. Pears, Ltd. 1 vol. About 1000 pp.

This British reference work began as an advertisement for Pears Soap and continues to be used for that purpose. Nevertheless, it serves many purposes beyond that mundane one, as its long life would indicate. It is normally revised annually and is kept quite up to date. The book is organized into sections and subsections, but much of the material in these divisions is listed in alphabetical order. In addition, there is an exhaustive index as well as an excellent table of contents. While much of the information contained in the book is essentially slanted to British interests, there is much data of general interest. The book is divided into three parts.

The first section, "The World," includes a chronology of world history, brief biographies of over 2000 persons, and an extensive section on local and national governments as well as world organizations. A gazetteer of the world includes an index to the 32 pages of colored maps in the book.

The second section, "Everyday Information," contains a brief dictionary and other word lists; a general information section containing 5000-odd entries on subjects of all types; a business dictionary; and a section of miscellany of tables and lists of all types.

The third section, "Home and Personal," is comprised of a medical dictionary and other medical information; a section on beauty care; cooking and household information; garden-

ing data; radio, television, and radar; photography; sports and pastimes; poultry and pigeons; domestic pets.

In addition there is a ready reckoner based on the British monetary system that many American businessmen who have to deal with British money may find useful.

The Volume Library. Richard Webster, managing ed. New York: Educators Association, Inc. 1911-. 1 vol. 2426 pp.

This work is a topical encyclopedia which, like *The Lincoln Library*, may be considered almost to equal in some respects and to surpass in others the scope and comprehensiveness of a number of the major general encyclopedias listed in the previous section. It contains about 2,275,000 words and the index lists about 60,000 subjects. Its present publishers have owned the set since 1917 and have followed a policy of annual revision since that time. Revision touches on all departments each year, with the more technical departments, such as science, hygiene, and the fine arts, being extensively rewritten about once every four years.

The Volume Library is divided into 16 sections or departments, the contents of which are largely explained by their titles: Education; Kindergarten; Language and Grammar; Literature; Geography; History; Mathematics; Science; Physiology and Hygiene; Government and Law; Biography; Industry and Trade; Multiplex Dictionary; Fine Arts; Useful Miscellany; Atlas; and the Index. Within most of these departments the reader will normally find two types of material. There is extensive material of a general nature on the subject included, as well as one or more "dictionaries" of alphabetically arranged entries on minor subjects belonging under the heading. For instance, under Geography there is a Dictionary of Geography, consisting of entries under various place names. In addition, there are extensive tables of useful data on the various subjects. The Multiplex Dictionary, which covers 200 pages, offers a general dictionary, a feature seldom found in works of this kind. In addition, there are many specialized glossaries in the other departments. Bibliographies of a classified nature are included in most of the departments, and the Literature section includes a long graded list of recommended reading. The Atlas includes black-and-white maps of major areas of the world as well as of each state. A map index accompanies each map.

5.3 FOREIGN-LANGUAGE ENCYCLOPEDIAS

In addition to maps, *The Volume Library* has about 1600 illustrations, some in color. These consist of woodcuts, line drawings, reproductions of oil paintings, drawings and charts, and photographs. Enlargements of postage stamps appear in the Biography section to illustrate a number of entries on important persons.

Indicative of the scope of the work's coverage is the fact that biographies of some 3000 persons are included. The text of the book is written in language designed to meet the read-

ing needs of upper elementary- and high-school students. In addition, the Kindergarten section includes nursery rhymes and fairy tales, as well as other material of interest to the very young. Adults, however, will find the book of considerable use for reference purposes, and both adults and school children should find the extensive coverage of such subjects as mathematics and the sciences, literature and the arts, valuable for review and refresher purposes. The publishers maintain a research service for the use of subscribers.

5.3 Foreign-language Encyclopedias

Foreign-language encyclopedias have a number of uses for American readers. Perhaps the most important is that they frequently contain entries on subjects not to be found in most American reference books. For example, just as an American encyclopedia will include biographies of persons well known in the U.S. but virtually unknown in Europe, a German encyclopedia will contain biographies of Germans famous in their homeland but little known in the United States. In addition, you will find more extensive entries on subjects of particular interest to the people of the country in which the work is published, particularly in the fields of biography, geography, history, and the arts.

Each encyclopedia tends to reflect the national viewpoints of the country in which it is published. Thus, if you want to get a local view or a cross section of attitudes toward any subject on which national points of view are likely to differ, a search through modern editions of different encyclopedias from several countries is an excellent way to approach your problem.

You will find foreign encyclopedias also valuable for verification purposes. If, for example, you find American sources differing as to the place of birth of a famous Frenchman, *Larousse* should prove a good source to resolve the difference of opinion. Generally speaking, the foreign encyclopedia is more often accurate on specific detail about the country in which it is published than is an American reference source. On the other hand, where national pride or prejudices may have influenced the work's

editors, you may find the work less accurate.

To make the fullest use of any foreign-language set, you must naturally know the language in which it is written. But even though you are unfamiliar with the language, you should be able to use the normal foreign-language set to a limited extent. Most foreign encyclopedias follow the traditional patterns with which users of American sets are familiar. Thus you can often decipher some facts, particularly in entries under proper names, which will of course be spelled the same or almost the same as they are in English. Especially easy to locate are birth and death dates of persons and population figures.

The larger public and university libraries in the U.S. usually have on their shelves a number of different sets of foreign-language encyclopedias. If you cannot read the language, you will probably find that someone on the library's staff can help you.

I have selected the following sets as being the foreign-language encyclopedias you will find most frequently on library shelves in the U.S. In addition to these sets, you may find occasionally encyclopedias written in the following other languages, sets I have not listed by title: Bohemian, Chinese, Danish, Greek, Hungarian, Japanese, Lettish, Norwegian, Polish, Rumanian, Serbo-Croatian, Slovakian, Swedish, and Turkish. No doubt there are encyclopedias in other languages that I have missed; if you are seeking a publication in a language not listed here, perhaps the American Council of Learned Societies

(345 East 46th Street, New York 17, N.Y.) might be able to help you out.

DUTCH LANGUAGE

Winkler Prins' *algemeene Encyclopaedie*. E. de Bruyne, G. B. J. Hiltermann, and H. R. Hoetink, eds. 6th ed. Amsterdam: Uit.-mij "Elsevier," 1947-1955. 18 vols., plus index.

This is the standard encyclopedia of The Netherlands. In concept and organization it is rather like the older German encyclopedias, particularly *Brockhaus*. Most of its entries are relatively brief and concise, and there are a comparatively large number of them. The present edition, a postwar one, has been entirely rewritten and reset. It includes many new entries, particularly of a topical nature, such as biographies of living persons. Its illustrations are copious, well chosen, and excellently reproduced.

FRENCH LANGUAGE

La Grande Encyclopédie, inventaire raisonné des sciences, des lettres et des arts. Prepared by "a society of scholars and gentlemen of letters." Paris: Lamirault. 1886-1902. 31 vols.

One of the most important of the nineteenth-century encyclopedias, this massive work was prepared under the succeeding direction of two famous encyclopedists. Vols. 1 through 18 were under the editorship of F. Camille Dreyfus; André Berthelot directed the preparation of Vols. 19 through 31. This set, if you have access to one, is of course largely useless for aspects of subjects that the twentieth century has greatly affected, but it is an excellent source for facts unchanged by events. Of particular use are its authoritative articles on literature, history, and European biography. Research students may also find the bibliographies of help in their studies.

The Larousse Encyclopedias

The Paris publishing house founded by Pierre Athanase Larousse has been responsible for a number of encyclopedic works that have found wide use and acceptance in America:

Grand Dictionnaire Universel du XIX^e Siècle Français. Paris: Larousse. 1865-1890. 15 vols., 2-vol. supplement.

Though this work is now even more out of date than *La Grande Encyclopédie*, it too has

its uses for persons who have access to it. This set was one of the pioneers in the use of a great many brief entries; the reader will find many that are essentially dictionary entries. Its contents resemble to some extent those of the *Century Cyclopedia of Names* [5.2], in that there are a great many entries under titles of literary works, literary characters, works of music, and biographies of minor persons. The set is of course of little value for information on subjects affected by recent events.

Nouveau Larousse Illustré, dictionnaire universel encyclopédique. Published under the direction of Claude Augé. Paris: Larousse. 7 vols., 1-vol. supplement. 1898-1907. Later edition: *Larousse du XX^e Siècle*. Published under the direction of Paul Augé. Paris: Larousse. 1928-1933. 6 vols.

One or the other edition of this work is the French encyclopedia most likely to be found in U.S. libraries. Both take a more popular approach than the older Larousse work, including articles not to be found in it and omitting many others. Entries generally tend to be shorter. Persons seeking information on art will find the many entries under the names of works of art especially useful. Many of these are also illustrated.

The Larousse publications are kept up to date by a monthly supplement—*Larousse mensuel illustré* [6.1].

GERMAN LANGUAGE

Das Bertelsmann Lexikon. Gütersloh: C. Bertelsmann Verlag. 1953-. 4 vols.

This relatively brief encyclopedia is rapidly becoming one of the most popular encyclopedias in postwar West Germany. Though its entries are short, there are a large number of them and they are concisely written. Readers should find it helpful for information on German place names and German biography. Science students should also find its entries in science and technology up to the usual high German standards. The many diagrammatic drawings are particularly valuable in these fields. There are also many excellent photographs.

Der Grosse Brockhaus. Wiesbaden: Brockhaus. 1952-. 12 vols.

This is a new edition of the most famous of German encyclopedias and one of the most influential ever published. *Chambers's Ency-*

clopaedia was based on it, and through it *Brockhaus* influenced the *New International Encyclopedia*. *Encyclopedia Americana* is also a cousin of *Brockhaus*. Perhaps its influence is most notable in its use of a large number of entries, both of a short and a long nature. The encyclopedia first appeared in 1796–1808. It has been frequently revised since that time. The present edition is an entirely new postwar work, completely reset and rewritten. The final volume appeared in 1957. The set consists of fewer volumes than earlier editions, but there do not appear to have been any important reductions in scope or quality of coverage. The set's reputation for authority appears to remain intact. There are many illustrations, including photographs, diagrams, and maps. Persons seeking scientific and technical information should find both the text and the illustrations helpful. Students of art will find the many illustrations in this field, both in black and white and in color, a particularly fruitful source of hard-to-find pictures.

Meyers Konversations-Lexikon. 7th ed. Leipzig: Bibliographisches Institut. 1924–1933. 12 vols., plus 5-vol. supplement.

This edition of this famous work is the one readers most probably will find in American libraries. Publication of an eighth edition, with a Nazi flavor, was begun in 1937; nine volumes were published before the venture was suspended in 1942. I have been unable to elicit any response from the publishers, but German friends tell me a one-volume edition has appeared since the war. Since the work is published in Leipzig, the new edition, I am informed, has a decided East German, or Communist, slant. Thus American readers will no doubt find the seventh edition the most useful.

Students of encyclopedia making will especially enjoy examining this set for its refinement of techniques and all-round general excellence.

In addition to a three-volume alphabetical supplement, the seventh edition also includes an atlas volume (Vol. 16), and a geographical dictionary of Germany (Vol. 17), which students of German geography should find most useful. So far as the main body of the encyclopedia's text is concerned, it will probably be found most valuable for its biographies and for its illustrations. Among the latter are city plans, other maps, and a great many coats-of-arms, of interest to students of heraldry.

Schweizer Lexikon. Zürich: Encyclos-Verlag. 1945–1948. 7 vols.

This work, though in German, has naturally a Swiss slant, and will be found particularly useful for Swiss biography and geography. It contains many excellent illustrations, primarily photographs.

HEBREW LANGUAGE

Encyclopaedia Hebraica. Alexander Peli, managing director. Jerusalem: Encyclopaedia Hebraica. 1948– . 24 vols.

Ten volumes of this encyclopedia, written in Hebrew, had been published by 1955. The first work of its kind published in Israel, it is naturally primarily concerned with subjects of special Jewish interest, though its scope is general in nature. It is highly authoritative, including to date 29 Nobel prize winners among its contributors. Persons who can read its text should find it useful in these fields: geography of Israel and the Middle East; Judaism; the Bible; Jewish biography; and Semitic studies. The set is well illustrated, particularly with photographs.

ITALIAN LANGUAGE

Enciclopedia italiana di scienze, lettere ed arti. Rome: Istituto della Enciclopedia Italiana. 1929–1937. 35 vols., plus 1-vol. index.

This is the only important modern encyclopedia in Italian. Published during the Mussolini era, its political articles are naturally slanted toward the Fascist point of view, but readers will find much of the rest of its contents useful. It is a particularly outstanding work in the field of biography, with entries on many persons difficult to find material about elsewhere, as well as many genealogies. Students of art will find its reproductions of famous art works of Italy, in black and white, in color, and in dark sepia, particularly outstanding. There are also many maps and many portraits. I was unable to find any information as to plans for reissuing any revised editions of this work.

PORTUGUESE LANGUAGE

Grande enciclopédia portuguesa e brasileira. Lisbon: Editorial Enciclopédia. 1935– . 30 vols.(?)

This set is a combination dictionary and encyclopedia. Its entries include both a comprehensive dictionary of the Portuguese lan-

guage as it is spoken both in the mother country and in Brazil and encyclopedic entries on general subjects, with, of course, emphasis on things Portuguese and Brazilian. Its first volumes appeared in 1935 and succeeding volumes have been published at an average of about one every nine months. Naturally the earlier volumes are already somewhat out of date. It is a good source for biographies of persons often slighted in northern European and North American reference sources.

RUSSIAN LANGUAGE

Bolshaya sovetskaya entsiklopediya. Moscow: Sovetskaya Entsiklopediya. 1927- . 65 vols.

This must be the world's most difficult encyclopedia to edit. Since it is the Soviet government's official encyclopedia, it must not only be kept up to date in the normal sense but it must reflect every twist and turn of the Kremlin program and point of view. As a source of information on things Russian, and more specifically Soviet Russian, it has considerable value, though students of Czarist Russia will find much missing that they would like to find. The first edition of the set appeared between 1927 and 1947. A second edition was begun in 1949, with new volumes appearing about once every four months. The set carries a considerable number of illustrations and its maps are particularly interesting.

SPANISH LANGUAGE

Enciclopédia universal ilustrada Europeo-Americana. Madrid: Espasa, 1905-1933. 71 vols., plus 10-vol. supplement.

This encyclopedia has long been considered the most valuable source of material on the Spanish world, including Spanish-speaking Latin America. It was produced over a period of nearly 30 years and shows the high degree of scholarship that only time can achieve. Reports that a new revised edition of this work is being planned could not be confirmed. The work serves also as an extensive dictionary of the Spanish language, with equivalents of most entry titles being given in English, German, Portuguese, French, Italian, Catalan, and Esperanto. It is also an excellent source of biographical material of Spanish and Latin-American figures of the nineteenth century and earlier.

Diccionario enciclopédico U.T.E.H.A. Mexico City: Union Tipográfica Editorial Hispano Americana. 1950- . 10 vols.

As a relatively new entrant to the ranks of encyclopedias, this set is a welcome source of information on Latin-American, and particularly Mexican, subjects. Its entries are brief, but concise and up to date, and students of Latin-American biography and geography should find it useful. It is fairly well illustrated.

Next in importance to general encyclopedias as sources of miscellaneous information are the publications I am lumping together—rather arbitrarily—in this chapter. In their various ways they both complement and supplement an encyclopedia. That is, most of them complement encyclopedias in the over-all scope of the subjects they cover. They supplement encyclopedias by adding more detail, more concrete data, more trivia than will be found in the average encyclopedia. As such they are extremely valuable.

A number of the publishers of the encyclopedias discussed in Chapter 5 publish annual supplements in some form or other. Those published in book form in one installment are listed below. At least one more is published in quarterly installments and is not listed here.

• 6 •

ANNUALS, ALMANACS, AND HANDBOOKS OF MISCELLANY

6.1 Encyclopedia Annual Supplements

The annual supplement is the encyclopedia publisher's answer to the question asked by prospective buyers: "How will I keep my set up to date?" The annual supplement is not a complete answer to this question, but it is the best that has been designed to date. Encyclopedia yearbooks have a number of drawbacks:

1. They must be put together in a hurry, and for this reason may contain some inaccuracies and lack the perspective that only time can supply. They tend to lack balance in their coverage. The desire of some publishers to get their yearbook published quickly has led to the preparation of what might be called a "10-month book" rather than a "yearbook." That is, some yearbooks have failed to include complete statistics for the year they cover, since final figures were not available at the time the publishers felt obliged to go to press.

2. No yearbook completely supplements its parent encyclopedia. That is, none carries all the information that arose during the year on all the subjects discussed in the encyclopedia. Nor do the subject headings in the yearbook always match exactly the subject headings in the encyclopedia.

3. The supplements are difficult to use

in conjunction with the encyclopedia. You don't know whether to look in one or more supplements published since the encyclopedia appeared to find more up-to-date information. Nor do you necessarily know in which supplement or under what heading you should look.

4. Encyclopedia yearbooks tend to be less authoritative in their contents than their parent encyclopedias. Particularly in the field of science, it is often difficult to assess the value and significance of new developments before the book is put in print. Also, a much larger proportion of annual entries are prepared by public-relations sources than are standard encyclopedia entries. Quite understandably, articles from such sources tend to be somewhat biased in their approach.

With these objections aside, the encyclopedia yearbooks provide excellent sources for certain types of information. The best of the yearbooks are nearly as valuable for basic news of the events of a year as are bound volumes of newspapers or news magazines, and much more handy to store and use. The major types of information you can find in most yearbooks are:

1. Current political events summarized under the headings of the names of countries, states, etc. A number of yearbooks also publish documents of major treaties and other agreements signed during the year.

2. Major scientific and technological developments, discussed in part under such broad subject headings as "Medicine" or "Atomic Energy" and otherwise under the more specific headings of the topics that attracted attention during the year.

3. Biographical data on living persons. Nearly every yearbook contains a listing of the important persons who died during the year. Some of them carry brief biographies of persons of permanent fame or of those who became fleetingly prominent during a year.

4. Statistical information of all sorts, particularly in the economic field.

5. Indications of trends in the major aspects of art and culture.

6. Detailed summaries of sports events and achievements.

7. News trivia that seldom appear in more permanent reference works.

8. Chronologies of the main events of the year.

9. Excellent selections of news pictures of the year.

Most encyclopedia annuals are easy to use. The majority organize the main body of their material under subject headings arranged in alphabetical order, and almost every yearbook contains an index. Here are some tips on how to make the best use of the encyclopedia annual:

1. In selecting the volume you want, pick the yearbook that covers the year you want to know about. Many annuals feature prominently on their covers the year in which they were published, which is naturally the year after the one their contents discuss.

2. Look at the special features almost every yearbook contains. Many of these are as useful, or more so, than the main body of the book itself.

3. Check carefully the mechanics of the index. Some yearbooks contain cumulative indexes, giving references to information in

a number of the previous supplements as well as the current one. This type of index is particularly useful if you want to find out all the recent developments in a field without too laborious a search.

4. Note carefully the type of statistics the yearbook gives. Be sure that you do not mistake incomplete or estimated statistics for final statistics.

5. Note the source of the information whenever you may have reason to question it. If it comes from a public relations source, you may wish to check or supplement the information elsewhere.

6. Remember that the usefulness of an encyclopedia supplement is not limited to use in conjunction with its parent set. If you own a certain encyclopedia, you are most likely to buy its supplement because you get it at a reduced price. But you need not feel obligated to do so if you find another encyclopedia's yearbook to be more useful to you. Most yearbooks fit other encyclopedias about as well as the set they are designed to supplement.

The major encyclopedia annual supplements you will find in the majority of libraries are the following (the dates given are the years when the first issue was published):

The Americana Annual, an encyclopedia of the events of 19—. New York: Americana Corporation. 1923—. More than 800 pp.

This is the supplement of the *Encyclopedia Americana*. It resembles its parent set greatly in appearance and in general scope of its contents. Like the main set it has an exceptionally large number of entries, covered in quite detailed form. It emphasizes Canada and Canadian interests strongly.

The date in its subtitle is the date of the year covered in the volume. The indexes are cumulative. Prior to 1950 the number of years covered in the index varied. From 1950 on, each index covers the current year and the previous four annuals. *Americana Annual* carries two types of chronologies—a standard one listing major events of the year in the order of their happenings; and a chronological index, listing the dates of various happenings under their respective headings in an alphabetically organized list.

Americana Annual's statistics consist largely

of those that are a year old or that are only partially complete for the year covered. The number of photographs in the publication was increased greatly in the 1956 edition. Obituaries appear under the heading "Necrology."

The American Peoples Encyclopedia Yearbook, events and personalities of 19-. Chicago: The Spencer Press, Inc. 1952-. About 600 pp.

This annual follows the standard pattern of alphabetically organized entries with a number of valuable additional features. One of these is its extensive biographical coverage. In addition to a fairly large number of separate biographies of the most prominent persons of the year, it includes a major entry "Names in the News" that lists interesting though not always world-shaking items of news about several hundred prominent people. There are listings also of the heads of all important U.S. government agencies and of envoys to and from the U.S. Obituaries are found under the heading "Deaths."

Another individual feature is a long section called "The Year in Review," which consists of a number of articles by prominent persons on various major aspects of the year's events. The annual's chronology is organized by months with a listing of the major events of each month under appropriate subject headings. The index to the annual is limited to the individual volume and is not cumulative. The yearbook is extensively illustrated, not only with photographs but also with many statistical charts and graphs.

The American Peoples Encyclopedia Yearbook's editors have adopted the policy of delaying the publication of each year's issue until nearly complete statistical information on the year covered has been received. As a result, nearly all the statistics are complete and exact. The editors, incidentally, are also able to include the "Oscar" winners for performances in films produced in the year covered. Other awards are comprehensively listed under "Prizes and Awards."

Appleton's Annual Cyclopaedia, and register of important events. New York: Appleton Company. 1862-1903.

This set of annuals, though their publication was discontinued more than a half century ago, is listed here as an invaluable source of detailed information on the 41 years they cover. The annuals were designed to serve as a supplement to the *American Cyclopaedia*.

They cover the years 1861 through 1902. Indexes appear to various groups of the annuals. Separate indexes were made to the first 15 volumes in 1876 and to the next 12 in 1888. An index to the next volumes, covering the years 1876-1895, appeared in the final volume of the series and an index covering the years 1896-1902 in the last volume of that series.

Students of American history will find the annuals useful for the events of the Civil War and the period thereafter. Many other entries, particularly biographical and statistical material, give information that can be found only through the most laborious research in other far less available sources.

The Book of Knowledge Annual, 19-. New York: The Grolier Society. 1939-. More than 400 pp.

This annual is not a yearbook in the sense that most other encyclopedia annuals are. It does not attempt to cover the events of a year in systematic form. Rather it is a true supplement to its parent publication. Each volume contains somewhat more than a hundred articles and features that are essentially rewrites or extensions of basic subjects that appear in the parent set. These articles are not "dated" nor do they confine themselves to discussing any one year's events, but they do bring many of the basic subjects discussed in *The Book of Knowledge* up to date. The volume's only bow toward the traditional concept of a yearbook is the inclusion of a dozen or so survey-type articles under the heading "Year's Events." Most of these approach their coverage through the point of view of geography, outlining the major events in such parts of the world as the U.S., Canada, Europe, Africa, and the like, with an occasional other article on a subject of major importance during the year. A chronology of the year's major news is also included.

The articles are organized in alphabetical order according to their principal subjects. Each volume is indexed. Lavish illustrations, including many diagrams and drawings in two colors, are used.

Britannica Book of the Year, 19-. Chicago: Encyclopaedia Britannica, Inc. 1938-. Over 800 pp.

This is the annual supplement to the *Encyclopaedia Britannica*. Though the volumes are the same size as those in the parent set, the contents and the appearance are rather differ-

ent. A more modern and more readable type is used and photographs and other illustrations brighten many pages.

The contents feature particularly entries on places and on "things." There are fewer biographies than in some of the other year-books. Obituaries are to be found under that heading. Statistics are in most cases either for the year before or partial or estimated figures for the year discussed in the volume.

Among the special features there are an extensive chronology of the major events of the year, listed by the dates of their happening, and a special calendar of the major holidays and anniversaries of the year. Most volumes also contain a few specially prepared exhaustive articles on major subjects of interest during the year. These, like many other entries, are written by prominent people. The 1955 volume, for example, contains a survey of Atomic Energy and another of Latin America, its development and its problems. A number of entries include bibliographies of recent publications in various fields.

Each volume includes a cumulative index to that volume and the four preceding ones. It is a little tricky to use and readers should study the directions carefully so as to gain maximum benefit from it. Each volume also includes a subject index to illustrations.

Collier's Year Book, covering national and international events of the year 19-. New York: P. F. Collier & Son Corporation. 1939-. Over 700 pp.

This annual was originally prepared as a supplement to the *National Encyclopedia* and appeared under the title *National Yearbook* during the first three years of its publication. Since it became a supplement to *Collier's Encyclopedia* it has approached more closely this work in appearance and scope and treatment of contents.

This annual is devoted entirely to a series of entries on the events of the year, ranged in alphabetical order. A chronology is also included. Most of the entries are devoted to places or things. Biographical material as such is limited to a group of rather long entries under the heading "Personalities of the Year," in which about a hundred persons are included. Obituaries are given under the heading "Necrology." One interesting feature of *Collier's Year Book* is the inclusion of a number of entries that are openly and frankly controversial in their treatment of special subjects that have been widely debated during different years. Prominent persons have

authored most of these entries. Statistics, where possible, are complete for the year covered, though many are partial or estimates or refer to a previous year.

The yearbook is extensively illustrated. For the first time, the index to the 1955 issue was made cumulative, including references to entries in the previous two volumes.

Larousse mensuel illustré, revue encyclopédique universelle. Paris: Larousse. 1907-May, 1940; 1948-. Annually over 500 pp.

This supplement to the famous Larousse encyclopedias is the only monthly supplement I have listed. I have included it because it is perhaps the most useful of the few encyclopedia annuals published abroad. Each month's supplement contains, in most cases, entries arranged alphabetically. Normally, the publications over a three-year period are called a volume. A cumulative index was published for the first seven volumes in a separate volume. Thereafter indexes have appeared for each year, made cumulative for each volume when it has been completed.

Its publication was suspended during most of World War II, but the supplement made up for this deficiency in a special issue published in January, 1948, as the final issue of Vol. 11. This issue had the special subtitle "La seconde guerre mondiale" and attempted to cover in detail the events of the nearly eight years that the supplement did not appear. This is a specially useful volume for students of the war. In the same way, the supplements for 1914-1918 are useful for facts concerning World War I.

Aside from current events, readers will find *Larousse mensuel* a fruitful source for current information about European personalities, arts and literature, and science and technology. There are extensive illustrations.

The New International Year Book, a compendium of the world's progress for the year 19-. New York: Funk & Wagnalls Company. 1907-. Over 600 pp.

This yearbook was originally published under the title *International Year Book*, appearing from 1899 to 1903. It assumed its present name in 1907. Published originally by Dodd, it passed to its present publishers in 1932, when Funk & Wagnalls also purchased the rights to the parent encyclopedia. Though this set is no longer published, Funk & Wagnalls has continued to publish the annual. It may be purchased separately, and it also ap-

pears as the annual supplement of several different encyclopedias. It represents the longest continuously published set of encyclopedia annuals in the U.S.

Subjects are arranged in standard alphabetical order. They are limited almost entirely to places and "things." The only specifically biographical material consists of a list of obituaries under the heading "Necrology." The index, which is not cumulative, is comparatively brief; unfortunately, it carries few references to personal names, a fact that limits the already limited value of the annual for biographical reference. On the credit side, the book carries an unusual amount of statistical data, most of which is complete for the year covered.

There is a brief chronology of the events of the year, plus a glossary of new words of the year, a unique and very useful item. Illustrations are limited to occasional inserts of full pages of photographs.

The Story of Our Time, encyclopedia yearbook 19-. New York: The Grolier Society, Inc., and The Richards Company. 1947-. More than 400 pp.

This annual is produced as a supplement for *The Grolier Encyclopedia* and *Richards Topical Encyclopedia*. It obviously more closely supplements *Richards* in its format, since it is topical in nature. However, in scope and language it is aimed at an audience slightly older than the general reader of *Richards*, though it is still highly readable for almost any age group.

As a topical annual, the contents of *The Story of Our Time* vary each year even more than do those of conventional encyclopedia yearbooks. Each volume contains somewhat more than a hundred separate articles, organized in sections. These sections customarily deal with spot news, general history of the year, persons and places, social and sociological developments, business and industry, science, education and the arts, entertainment and sports. Included in these sections are a comprehensive chronology of the year's events, a number of lengthy biographies as well as a few brief ones, and a list of prominent persons who died during the year. There is also a lengthy section of statistics on the world in general, the U.S., Canada, and sports. There is also a comprehensive but not

cumulative index. The volume is extensively illustrated, primarily with photographs. Almost all the articles are prepared by prominent persons.

The World Book Encyclopedia 19- Annual Supplement, reviewing important events and developments of 19-. Chicago: Field Enterprises, Inc. 1922-. More than 250 pp.

This is the smallest of the annual encyclopedia supplements. Bound in a paper cover, its pages are perforated so that several yearbooks may be bound together in a hard cover also sold by the publisher. The format of this yearbook follows the standard pattern of such supplements, with several hundred entries arranged in alphabetical order. Emphasis is on places and "things," though there are a few fairly detailed biographies of very prominent persons. Especially useful are the listings of awards of various types. Obituaries appear under the heading "Deaths." There is a chronology of events as well as a listing of anniversaries to be celebrated during the coming year.

The index is limited to a cumulative listing of subject headings over the previous 10-year period. The volume is extensively illustrated, primarily with photographs.

World Topics Year Book. Lake Bluff, Ill.: United Educators, Inc. 1956-. About 400 pages.

This annual supplement to the *American Educator Encyclopedia* and *Wonderland of Knowledge* is the successor to a quarterly supplement formerly published by the same company. The main body of the text consists of roughly 200 articles under titles arranged in alphabetical order treating major happenings during the year covered. Titles selected include a few biographies, some countries, and subjects of art, literature, science, etc. A detailed index permits location of facts about minor phases of major subjects. A chronology of principal events of the year prefaces the book. As an appendix there is a bibliography of major books and magazine articles appearing during the year covered. There is also a section called "Our Family's History" in the back of each volume for the reader's notation of main events in his family's life during each year.

6·2

Almanacs and Other Annuals

Besides the encyclopedia annuals, a great many other publications appear either every year or every two or three years on a regular schedule. The majority of these are specialized publications; that is, they treat events and developments in a particular field. Many of them are primarily directories or include directory-type information. You will find the most important of these publications listed in the final three chapters of this book under the appropriate subject headings.

There are also a few annual publications of a general nature. Some of these are close in format to the abridged encyclopedias listed in 5·2. Though one must be rather arbitrary in drawing a line between these two types of reference books, one can say that they differ primarily in the amount of "variable" information each contains. The abridged encyclopedia tends to emphasize in its contents information that is subject to infrequent change. The annuals tend to emphasize information that changes almost every year or is subject to constant bringing up to date. Some of them, in fact, include only data of the current year.

Most of these publications have about the same values for reference purposes as the encyclopedia annual supplements. In addition, a number of them have additional uses:

1. The almanacs, such as *The World Almanac*, *Information Please Almanac*, and *"Today,"* contain much statistical data and other minutely specific information reaching back over many years. Thus they can be used very well in conjunction with general encyclopedias, supplying the meat of detailed fact to the bone of general information to be found in the latter sources.

2. For current statistics and other data of recent vintage, these publications offer more detailed coverage than do the encyclopedia annuals. The encyclopedia yearbooks tend to emphasize trends and developments. The almanacs and other general yearbooks limit their coverage almost exclusively to specific facts.

3. The almanacs and their cousins are very well organized for reference purposes. This fact may not be immediately apparent; in some cases the contents of these publications appear to have been literally thrown together. But in most cases you will find that they have been indexed to the hilt, so that you may find almost any item very quickly.

Here are some tips on using these publications:

1. Unless you are completely familiar with the organizational system of one of these yearbooks, always consult the index first; otherwise you will waste much time if you try to find information by simply leafing through the book.

2. Conversely, it will pay you to study the table of contents, if there is one, or the index of any publication you plan to use to any extent. An enormous amount of information is included in each one of them, much of it of the type you might not ordinarily expect to find in such a publication.

3. Most of these publications are assembled very rapidly. Their editors often must depend on sources whose validity is not always of the highest, such as daily newspapers and the like. Because of the larger possibility for error in these publications than in other reference sources, it is wise to double-check their information whenever it is essential that your facts be exactly correct.

The following are the most useful of these annuals:

Facts on File, world news digest with index.
New York: Facts on File, Inc. Oct., 1940-.
About 500 pp.

This publication appears in the form of weekly issues sent to subscribers. Each issue is in loose-leaf form for insertion in a hard-cover binder. An index is included every two weeks; this is made cumulative every month, then every quarter, and finally for the year. Persons may also buy a bound copy of each year's issues with a cumulated index. Back copies are available. The initial volume covers only October through December, 1940, coinciding generally with the beginning of World

War II in Europe. The remaining volumes cover full years. A five-year index covering the years 1951–1955 in one volume was published in 1957.

Each week's issue consists normally of eight pages. News items are arranged under such subjects as World Affairs; National [U.S.] Affairs; Foreign Affairs; Latin America; Finance and Economics; Arts and Science; Education and Religion; Sports; Obituaries; and Miscellany. Sufficient details are given with each item to establish in general what happened. *Facts on File* is not the equivalent of a newspaper or a news magazine in its coverage of news events; it is, however, rather better than most newspapers or most news magazines in its inclusiveness of basic data on all types of news. Personally, I have seldom found *Facts on File* not to include the essential facts on any news event that interested me.

Facts on File is easy to use. Set in three columns, each page has letters down its side; page numbers are consecutive through a year. Index references lead you to the page, the column, and one out of seven sections in the column. The indexes are exhaustive, listing many items under several different headings.

Aside from more or less standard types of news, other items make *Facts on File* an especially valuable reference source. Among these are facts on changes in the leadership of major industries, universities and colleges, and organizations of many types; dates of publication of many books; openings of Broadway shows with a scoresheet of critic reaction; openings of motion pictures; a weekly business and financial summary; news of births, marriages, and divorces, as well as deaths; news of crimes, accidents, and disasters; sports statistics; production figures of many major manufactures; church and school news; weather news. There are a few pictures of persons in the news as well as occasional news maps.

Information Please Almanac 19—. Planned and supervised by Dan Golenpaul Associates. New York: publisher varies. 1947—. Over 900 pp.

This publication was an outgrowth of the famous radio show *Information Please*, and its original editor was the knowledgeable John Kieran. While each issue carries a certain amount of similar basic information, each issue also carries new features that will be found only in that particular year. For in-

stance, the 1955 volume carries recipes from world-famous restaurants; the 1956 issue gives recipes of chefs of famous ocean liners.

The basic information that you will most probably find in any issue of this almanac includes the following:

Geography—basic data on U.S. states, territories, and cities; Canada and other countries of the world.

U.S. government, history, and current events, including documentary information, data on government organization and officialdom.

Biography—names with dates and places of birth of prominent Americans and similar data on prominent dead Americans; in addition, biographies of all the presidents and many other lists of persons according to offices held.

Much statistical information of all kinds, primarily of an economic and business nature.

Educational data, including statistics on universities and colleges.

Much other miscellaneous material on such subjects as sports, awards, religion, aviation, income tax information, postal regulations, national park system, astronomy, organizations, the flag, mileages.

Each volume is well indexed and includes a table of contents. Illustrations are limited to maps.

Keesing's Contemporary Archives, weekly diary of important world events with index continually kept up to date. London: Keesing's Publications, Ltd. July, 1931—.

This is the British version of *Facts on File* and its predecessor by some eight years. Though it covers in some respects the same ground as the American publication, it omits coverage of many items that *Facts on File* has and includes many others not to be found there. Thus many people find they need both publications.

Keesing's is published in weekly issues, usually of about 16 pages. An index is published every two weeks, which is made cumulative quarterly. A final cumulative index is not published until the completion of a volume, which extends over a three-year period. The weekly issues and indexes of each volume are inserted in a spring-type hard cover furnished by the publisher.

Information is somewhat more difficult to find in *Keesing's* than in *Facts on File*. Pages are numbered consecutively since the first publication and have thus reached five figures.

Index references are to page numbers and to paragraphs on the page. Since paragraphs extend often to more than a full column (each page is set in two columns), specific items of fact often require considerable search to find. The indexes, however, are extremely detailed.

Keesing's contents emphasize political and economic news. There is comparatively little of the trivia that are to be found in *Facts on File*. On the other hand, *Keesing's* has great value as a source of documentary information, since the full texts of major political pronouncements, treaties, and other agreements are often given. In addition, there is to be found much information on political and economic events in foreign countries that is almost unobtainable in any American publication. Illustrations are limited to occasional maps.

"Today": The 19- Pocket Almanac. Edited by the staff of the American Institute of Public Opinion. New York: Pocket Books, Inc. 1954- . Over 600 pp.

This is the latest entry in the field of annual almanacs. It is prepared by the same organization that conducts the famous Gallup polls and its subtitle indicates that the poll is its basis: "A new, handy reference annual especially designed to give you quick answers to the questions you are most likely to ask."

The almanac is made up of about an equal share of basic information and annual data. Its contents are divided into several parts:

The United States section treats the government and government services; taxes and debt; military information; populations of states, counties, and cities; the Constitution and the Declaration of Independence; lists of the presidents and other major officials; and election results and information. There is also a section of detailed information on the states and territories, plus other data on agriculture, crime, hospitals, accidents and disasters, colleges and universities, religions, organizations, industry and labor.

A general-facts section treats such subjects as food and health; first aid; weather and general science; weights and measures; automobiles and road mileages; aviation and air distances; and other miscellany that varies from year to year.

A biographical section includes listings of prominent persons by national and professional classifications; lists of authors and titles of great books; award and prize winners of various types.

A section on the world gives a chronology of world history; a treatment of the United Nations; information about foreign countries; and information on such subjects as astronomy, geography, communications and transportation.

A sports section gives basic data on football, basketball, billiards, boxing, dog shows, fishing, track and field, swimming, the Olympic Games, bowling, tennis, golf, ice hockey, auto racing, horse racing, baseball, and weight lifting.

Each volume is thoroughly indexed. Unlike similar publications, *"Today"* gives the sources of most of its information.

Tribune Almanac and Political Register. New York: *New York Tribune*. 1838-1914.

Seventy-six volumes of this reference work appeared under various titles before it was discontinued. Its first issue was called the *Whig Almanac and Politician's Register*; then for the next three years the title was simply *Politician's Register*; from 1843 to 1855, it was called *Whig Almanac and United States Register*. But whatever its title, it was in its time an excellent source for U.S. facts and figures, especially election results and other political data, and as such is valuable for the student of American history. Its contents rate high in reliability.

An Almanack, for the year of Our Lord 1-; established 1868 by Joseph Whitaker, F.S.A. London: Whitaker. 1869- . About 1200 pp.

This publication, commonly called *Whitaker's Almanack*, is one of the oldest and most extensive of its kind. Though naturally the emphasis is heavily on the United Kingdom and facts of primarily British interest, the publication does have great value for American readers. Its coverage extends to all parts of the British Empire, as well as the United States and other countries, and treatment of a number of subjects is worldwide in scope. Used in conjunction with a U.S. almanac, particularly the *World Almanac*, *Whitaker's* gives as nearly complete coverage of almanac-type information as is available.

Whitaker's is published in two types of editions. One, the "shorter edition," is limited to about the first half of the longer edition and omits most data on areas outside the United Kingdom and subjects receiving general treatment. U.S. readers will probably

want the larger edition, which costs about twice as much.

The index to *Whitaker's* includes more than 20,000 items. Since it contains few or no biographical references, one can see the extent of territory that the almanac covers.

Of general interest in both editions are data on foreign exchange rates; a ready reckoner; abbreviations; a calendar; astronomical information of all types; a chronology of major events; weather information; population figures; and names of rulers of most countries.

The section on the United Kingdom contains exhaustive information on all aspects of governmental, social and cultural, financial and economic aspects of the British world. Of special use are the complete lists of all peers and nobles in Britain, lists of all major British government officials with a detailed breakdown of the government, holders of British decorations, annual British obituaries, detailed studies of British universities with lists of all professors at them, election results.

The second section contains data on the British Empire; a major section on the U.S.; data on other foreign countries; information on art and literature and music, drama and motion pictures, and broadcasting—all of a worldwide nature and treated for the year prior to publication. In addition, there is worldwide information on labor; newspapers; publications; societies and organizations; insurance; banking and finance; postal regulations; customs; taxes; weights and measures; coinage; and interest rates.

Illustrations are limited to a few photographs.

The World Almanac, and book of facts for 1-. New York: *New York World-Telegram*. 1868-. About 900 pp.

This book is the best seller among American reference works, more than 21,000,000 copies of its various editions having been sold by 1957. An American equivalent of, and a year older than, *Whitaker's Almanack*, it presents a multitude of facts about the United States and the rest of the world in comprehensive and easy-to-find form. Its annual contents include both standard material, to be found each year though updated each year, and a number of special articles of particular interest at the time of publication. For example, the 1954 edition contained articles on Queen Elizabeth's coronation and on the death of Stalin.

The World Almanac is another example of a book so filled with fact that its user must make himself thoroughly familiar with its contents to get full use of it. In general it regularly contains the following information:

U.S. governmental information; government documents of various kinds; Congressional activity and lists of government officials and agencies; lists of state governments and New York City government officials. There are also descriptions of New York state and city as well as of Washington, D.C. Less detailed information is given on foreign countries.

Some volumes contain extensive historical chronologies; each issue has a chronology of the preceding year's events as well as special lists of items of history, such as political assassinations and disasters of various kinds.

On the cultural side there is extensive data on art galleries and museums, colleges and universities, languages, foundations and organizations of all kinds, literature and periodicals.

There are also miscellaneous features such as lists of holidays; religious information; tables of weights and measures; postal information; a list of obituaries for the previous year. But perhaps the most important items are the numerous tables of statistical data of all kinds, including manufacturing and production of all types of goods, banking, trade and commerce, transportation, agriculture, and sports. A detailed index makes all this easy to locate.

Year 19-: The Annual Picture History. Los Angeles: YEAR, Inc.; New York: Simon and Schuster, Inc. 1948-. About 200 pp.

This book is an annual of major and minor news events told primarily in pictures, almost exclusively photographs. Each issue contains over 1000 pictures arranged in a format similar to that used in the front sections of *Life* magazine. Accompanying the pictures are brief stories and captions. Naturally, the emphasis in the publication is on news that lends itself well to pictorial treatment. It should be emphasized also that with relatively limited space, treatment is devoted largely to news highlights, and many other items of a year's events are not included. Those subjects that are included, however, are well covered. The pictures included are of top-notch quality and many have not appeared in other publications. Though theoretically each issue covers a year, coverage is largely limited to about the

first nine months of a year. Something of major importance that happened in the last quarter of a preceding year may find its way into next year's issue.

The book's contents are divided into three general sections. The first discusses U.S. national affairs, treating the highlights of the year's political events. A second section, on

world affairs, depicts important events in most foreign countries. A final section, on the American scene, gives brief picture coverage of happenings in scientific and cultural fields, sports, fashion, automobiles, new products, crime, awards, disasters, cartoons, and other facets of American life. There is a subject index to each volume's contents.

6·3 Handbooks of Miscellany

The handbook as such is one of the most important types of reference works. Since individual handbooks vary so considerably that the genus can scarcely be defined—*Webster's* noncommittally calls it "a book of reference to be carried in the hand"—it is pointless to discuss it as a type. Individual handbooks on specific subjects are listed and discussed under appropriate subject headings in later chapters of this book. In addition to these books, there are a number of handbooks of general or near-general information. I have included here a number of books that many people have found to make interesting reading and to provide sources of often rare and hard-to-find items of information. Such books are seldom revised or brought up to date. Few of them, however, contain the type of information that needs updating. And in addition, publishing history shows that the appearance of such books is a perennial thing, a new crop appearing when the old ones have lost much of their value through the passage of time.

The following general handbooks will be most frequently found in U.S. libraries:

A Book about a Thousand Things. George Stimpson. New York: Harper & Brothers. 1946. 552 pp.

This handbook was prepared by a well-known Washington correspondent of persistent curiosity, one of several such books he has written. It would be impossible to categorize the contents of the volume. It is made up of several hundred items in the form of questions and answers. There appears to be a preponderance of "why" questions treating interesting puzzlers of natural history and everyday physical science. In addition, there are many items about well-known people. The author does not normally cite sources

for his information, but in general his remarks appear to be accurate. The contents are extremely well indexed.

Brewer's Dictionary of Phrase and Fable. Rev. and enl. ed. New York: Harper & Brothers. 1952. 977 pp.

This is the most recent edition of a work first published in 1872 by Ebenezer Cobham Brewer. It has become in both England and America one of the classic reference works, and the ancestor of a number of others, notably *The Reader's Encyclopedia*. Though this book is essentially a reference guide to literature, its scope of coverage is as "general" as any other handbook of its size. Its contents consist of about 20,000 entries arranged in alphabetical order. Some of the entries are little more than dictionary-type definitions of words and phrases. The majority, however, contain something more, ranging from identifications of specific literary works to obscure items of history, especially English history, and long and useful lists. Of particular interest should be the fact that many of the entries are written in a delightfully witty style.

This most recent edition contains many items pertaining to World War II, its events and its language. Though essentially British in its contents, by now Britain is sufficiently conscious of America to include many items of U.S. origin. In the long run, however, you will find it most useful for odd items concerning literature, mythology, history, religion, and famous personages.

5000 Facts and Fancies, important, curious, quaint, and unique information in history, literature, sciences, art, and nature. William H. P. Phyfe. New York: G. P. Putnam's Sons. 1901. 816 pp.

This handbook has long been out of print, but you may find it in your library. If so, you will find it a useful source for information of nineteenth-century and earlier vintage on the

topics listed in the subtitle. It should be noted, however, that much of its data on science and natural history is obsolete to the point of error.

Handy Book of Curious Information, comprising strange happenings in the life of men and animals, odd statistics, extraordinary phenomena and out-of-the-way facts. William S. Walsh. Philadelphia: J. B. Lippincott Company. 1913. 942 pp.

The author in his preface stated that he designed this book as a supplement to encyclopedias. By this he apparently meant that he was including the trivia that encyclopedias felt to be either beneath their dignity or too unimportant to include. If you can find this in your library, you will find it a source of fascinating oddments of information that are often far more interesting than standard encyclopedia fare. Much of its information, particularly on scientific matters, is naturally out of date or has been disproven, but many of its historical and biographical items are highly useful.

The Handy Encyclopedia of Useful Information. Lewis Copeland, ed. Philadelphia: The Blakiston Company. 1946. 438 pp.

This handbook is similar in content to an almanac, with the distinction that it emphasizes permanent over transitory information. Those parts of its contents that tend to get out of date lose their value, of course, as the book ages. The book is divided into several parts:

A section called "The Nation" gives basic information about the U.S., the individual states and territories, the government and governmental agencies; biographies of presidents, their wives, vice-presidents, and Supreme Court justices; a number of major documents; government regulations on citizenship, passports, customs, social security, and the like; extensive economic and business information covering manufacturing, mining, agriculture, and transportation; and sociological data on education, religion, crime, and the like; and data on American folklore and legends.

A section on "The World" gives basic information on various nations; lists of rulers of England, France, and Russia; chronologies of world history and the two world wars; biographies of World War II figures; major international documents; lists of natural and man-made wonders; and various social, economic, and industrial data.

A section on "The Home" treats questions of home acquisition, furnishing, and outfitting; home finances; dietetics and nutrition; first aid; and other information for the housewife.

A section on "Business" gives a glossary of business terms as well as other information on banks and stocks; foreign currencies; weights and measures; postal and telegraphic information; and legal forms.

A section on "Literature and Language" lists great writers and their works as well as prize winners in literature; there is a dictionary of mythology, a section on English usage, and lists of foreign words and phrases as well as common abbreviations.

A section on "The Arts" treats music and outstanding composers, performers, and operas; there are also sections on painting, sculpture, architecture, the stage and motion pictures, dancing, photography, and printing.

A section on "The Sciences" discusses major areas of science as well as listing Nobel prize winners in science.

There is also a section on "Sports" that includes the rules for familiar sports and for common card games. A final section of "Miscellaneous Information" includes a list of common given names, rules of parliamentary procedure and etiquette, and dictionaries of dreams and superstitions.

The entire work is carefully indexed. There are no illustrations.

Here's the Answer. Albert Mitchell. New York: Miles-Emmett and Dodd, Mead & Company, Inc. 1946. 384 pp.

This is a book of about 2000 questions and answers compiled by the famous late "Answer Man" of radio. Unfortunately, the book's usefulness is reduced by its lack of an index. However, the table of contents guides the reader to 29 different sections where he may find what he is looking for.

The sections cover the following subjects: Animals; The Human Body; Biography; Plants, Trees, and Farming; Sports and Games; Fish and Reptiles; Origin of Words; Astronomy; Wars; Buildings; Birds; U.S. Presidents; Travel; Food and Drink; U.S. History and Government; Anthropology; Physical Sciences; Entomology; Commercial Products; U.S. States, Cities, and Places; Foreign Countries and Peoples; The Arts.

The questions are largely of the common "curiosity" type, often the kind children stump their parents with. The answers are brief and

to the point. Most are not documented but the accuracy rate appears to be high.

Information Roundup. George Stimpson. New York: Harper & Brothers. 1948. 587 pp.

This book is in many respects a continuation of the author's previous *A Book about a Thousand Things*. It has much the same

format. However, it covers topics not included in the first volume, and its discussion of individual items is in somewhat greater detail. There appears to be more documenting of sources also than in the earlier book. The scope is general, though there appears to be a preponderance of questions and answers on the origins of unusual words and phrases. This book is extremely well indexed.

Of all the various types of reference works, almost certainly the most frequently and most widely used are books about words, especially dictionaries. Since our first reference needs were largely linguistic, a dictionary was the first reference work most of us ever used to any great extent. Most of us confirmed our knowledge of the alphabet through use of a dictionary. Nevertheless, despite the fact that many people in many businesses and professions make almost daily use of a dictionary, very few people exploit the possibilities of word books to their utmost.

There are four broad classifications of books about words:

General dictionaries, within whatever limits their editors set, treat all aspects of the words that make up a language—not only meaning, but also pronunciation, etymology, and acceptability. In addition, various dictionaries also offer further, related information. In this chapter I list the major unabridged and abridged general dictionaries of the English language. There are, of course, many dictionaries of foreign languages constructed on the same principles. I lack the space to list more than a few of such dictionaries here. If you wish to find out about others, as well as to find an exhaustive listing of all types of dictionaries, consult *Subject Headings Used in the Dictionary Catalogs of the Library of Congress* (Library of Congress, Subject Cataloguing Division. New York: The H. W. Wilson Company. 1946. Subsequent volumes published by the Library of Congress).

In addition to general dictionaries, there are many books that treat general language from a specialized point of view. These range in nature from very serious publications such as Mencken's *American Language* down to such essentially frivolous volumes as crossword-puzzle dictionaries. The most useful of these books are listed later in this chapter.

7.1

General English-language Dictionaries

A good dictionary has authority and merits respect. But it is by no means a final

arbiter on word usage, whose dictates must be followed without question. Instead, a

• 7 •

BOOKS ABOUT WORDS

There are a large number of books or sections of books that are "limited" dictionaries. That is, they define certain groups of words in a language, usually those used in certain fields of knowledge or in certain trades or professions. Some of these appear as separate publications. Others are included as parts of reference works, most commonly under the title of "Glossary." I have not attempted to list such word books or lists in this chapter. Rather, I have included them in Chapters 14, 15, and 16 under the appropriate subject headings. I would like to remind you here too of one of the most useful collections of glossaries available in most libraries. This is the 50-odd different specialized glossaries that appear in *The Lincoln Library of Essential Information* [5.2].

Finally, there are dictionaries that give the comparative meanings of words between two or more languages. I have listed the most useful of these from the English-speaking user's point of view later on in this chapter.

good dictionary is rather to be regarded as a guide to those elements of language usage with which we are not entirely familiar. When you don't know the meaning of a word, or how it should be spelled, or how it should be pronounced, a dictionary is your best possible source of information. When, however, you are confident of your own knowledge and linguistic taste, you can reasonably quarrel with a dictionary's ruling if it differs with what you know to be correct.

Let us take some examples: No dictionary that I can find yet accepts as proper without qualification the use of the word "contact" as a verb. Yet this fact should bar no one from using the word in this sense in normal conversation or writing. Most dictionaries still give the preferred pronunciation of "acclimate" as stressing the second syllable; yet in only a few parts of the United States will you still hear this pronunciation commonly used. Nearly all dictionaries still spell "cooperate" as "co-operate" or "coöperate." They are almost the only publications that still do so; few good writers any longer consider the hyphen necessary in this word, and most of them have never used a diaeresis in their lives.

To understand why dictionaries give the rulings they do, you must understand how one is put together. (For a fuller and most illuminating discussion of this subject, see James R. Hulbert's *Dictionaries, British and American* [New York: Philosophical Library, Inc. 1956. 107 pp.]) The making of a dictionary is very much a joint enterprise, the undertaking of a very large number of people. The days when a dictionary was the product of one person are long since past. Dr. Johnson had a half-dozen or so assistants, but his dictionary bore the unmistakable marks of his own very definite opinions. The modern dictionary is as nearly anonymous, and thus objective, in its statements as any publication can be.

The spadework of dictionary making is done by a number of sharp-eyed editorial assistants whose task it is to read through every book, magazine, newspaper, or other publication in search of standard and not

so standard usage of different words. They record their findings on cards. These in turn are sorted according to the words to which they refer. The final decisions as to what meanings, spellings, pronunciations, and so forth, will be assigned each word are decided in conference with the group of lexicographers and their expert advisers that constitute the policy makers of the dictionary's editorial staff.

A good lexicographer is essentially a person who understands the mechanics of language, how it grows and how it changes. He appreciates both the permanence and the evanescence of language. He has the judgment to distinguish between good and bad usage. He is conservative but he is not pedantically opposed to accepting change. He recognizes that language is the servant of the people who use it well, not their master. Thus the lexicographer takes the mass of evidence that his assistants have assembled as to how various writers use a particular word. Where necessary, he consults with experts on the particular subject or subjects in which the word is used. On the basis of all this information and advice, he decides how the majority of literate people use a word, how they spell it, what connotations and denotations they give it. He then tries to state his findings in as clear and concise a form as possible.

In making and stating his findings, the good lexicographer remembers always that he is the recorder, not the creator, of language usage. He does not allow himself to be stampeded into accepting a new word, a new usage, or a new spelling before it is firmly established in the language. Thus he will refuse to give unqualified approval to the use of "contact" as a verb so long as a fairly large number of writers refuse to use the word in this form. He will refuse to spell "cooperate" without a hyphen so long as he finds such publications as the University of Chicago's *Manual of Style* still insisting on using a hyphen. But the fact that the lexicographer is and must be conservative in his rulings does not mean that you should feel yourself bound to follow these rulings completely. You are not recording language practice; you are making it. So long as you can use language

with taste, you are free to follow your natural instincts to make language conform to your communication needs. If you didn't do so, the lexicographer would soon be out of business.

The English language is enormous. It contains far more words than any other language in the world. The largest unabridged dictionaries have for some time listed about a half million or more different words. Relatively short abridged dictionaries for college students must list some 150,000 words to include all those that are in fairly common use by persons at the college level. Yet probably the most erudite person alive does not know the meanings and usage of more than about 50,000 words, and the vocabularies of most of us seldom encompass more than half that many. These are the words we know and can use with some assurance of accuracy. Yet these words do not suffice us. Daily we encounter others in our reading, in our work, in our entertainment and casual conversations. We need to know, for the moment at least, what these words mean. It is here that the general dictionary has its great value. Sometimes we can look up a word, use what we find to grasp a thought or concept, and then forget it. Often, however, we find that here is a new word we can use, and we add it to our vocabularies.

A good dictionary has many values and uses. Some are ordinary; some are not so ordinary. To get the maximum value from your dictionary, you need to know what its various uses are and how to exploit them. The large unabridged dictionary is a masterpiece of condensation. You may not think so when you try to lift one, and it is true that such a work as *Oxford English Dictionary* fills 13 volumes and *Webster's New International* contains more than 3200 king-size pages. But when you consider the fact that such dictionaries contain complete information on the origins and usage of nearly every word in the language, plus a great deal of other miscellaneous data, you will be, I am sure, amazed that all this information could be put in as small a space as it has been.

To accomplish this feat of condensation,

the editors of a dictionary use a sort of code that has evolved through centuries of dictionary making and has now become a formula from which few lexicographers ever depart. Each dictionary has its individual variations in style and format from other lexicons, but it is remarkable how minor these variations are. So, to use a dictionary, you need do only two things: learn the basic format of a dictionary, and discover what special devices *your* dictionary uses and what special information it contains. Every good dictionary contains forematter that explains in considerable detail how it is put together. Reading the forematter of such a work as *Webster's New International* or *The American College Dictionary* will acquaint you with the fundamentals of dictionary construction. Reading the forematter of whatever dictionary you use will tell you what you should especially look for in it. You should also check the table of contents carefully to find what other information the work contains. Above all, you should find out what abbreviations and what phonetic system are used.

Almost every dictionary gives the following kinds of information in approximately the same form:

1. **SPELLING.** The main body of a dictionary consists of entries on the various words covered in the dictionary. Each entry is headed by the word itself, which can be called the entry title. The words are arranged in alphabetical order; almost every dictionary uses the letter-by-letter system of alphabetization. Thus the lexicographer's first problem is to select his entry titles. He does this by first listing all the acceptable spellings of the words he intends to include in his work. He defines as "acceptable" all spellings one is likely to encounter in written works that meet the minimum standards of good English usage. He will further limit acceptability according to time. That is, he will normally include only those spellings that have been in use since English spelling systems became fairly well standardized. Chaucer's spelling was so different from ours that the average layman cannot decipher much of his writings. Shakespeare didn't always spell even

his own name in the same fashion. But by the eighteenth century, the advent of various dictionaries and increasing literacy had begun to standardize the language; thus most unabridged and some abridged dictionaries include all spellings of words in common use since about that time.

After the lexicographer has determined all the acceptable spellings of a word, he must then determine which is the most acceptable or the "preferred" spelling. Whenever there is any doubt on this point, the lexicographer uses conservative criteria of judgment. That is, he will not accept a spelling that is commonly used in newspapers or other popular media so long as another spelling is still commonly used in more highbrow publications, such as scholarly journals, textbooks, and other similar writings. In other words, the dictionary maker judges usage not so much by quantity as by quality. That is the reason why dictionaries still tend to give old-fashioned spellings for such words as "cooperate" long after the average person ceases to see such spellings in the writing he normally reads. That is the reason why you can dare to ignore the dictionary in such matters in the spellings you use in your everyday writing unless you too want to class yourself among the pedants.

The lexicographer also defines the acceptability of spellings by geographical standards. Thus the American dictionary gives the preferred spelling of a word in the United States, while the British dictionary gives the preferred British usage. Not too long ago the American dictionary might have clung to the British usage long after it had disappeared almost entirely from American writing because certain segments of American scholarly writers still used British spelling systems. But the general principles of American spelling practices have now become so nearly uniformly established that the dictionaries have by and large caught up with this cultural lag.

When the lexicographer finally picks his preferred spelling for a word, he uses that spelling as the title for his entry on that word. Under it he puts all, or nearly all, the information on that word he intends to include. Thus you can assume that if full

data is given on a word under a particular spelling, that is the preferred spelling. Once having selected a preferred spelling of a word, the maker of the larger dictionary does not ignore the other spellings, provided they have reasonable validity and currency in usage. Instead, he makes what amount to cross references under the different variant spellings of his words, though they may not be immediately obvious as cross references. The most common cross references will appear in the regular text of the dictionary in their normal alphabetical order. Sometimes they will appear as simple equivalents for the preferred spelling, as "haemorrhage, hemorrhage." Such an entry means that "haemorrhage" is a variant spelling of "hemorrhage," and that the full meaning of the word is to be found under "hemorrhage." To save space, when a variant spelling of a prefix to a number of words occurs as with "hemo-", a simple entry on the prefix "haemo-" will be given directing the reader to look up whatever word he is seeking under "hemo-".

Some dictionaries may also give a further bit of information, usually of a usage nature, in their cross references under variant spellings. For instance, one might say, "haemorrhage. Spelling of hemorrhage, now limited to British Isles." In the entries under the preferred spellings, dictionaries normally give the variant spellings, usually listing them after the title under the qualification "also."

Main entries, as well as cross-reference entries where necessary, also give the spellings of plural forms of nouns and of the various forms of verbs. Many dictionaries, however, do not give such spellings unless they are irregular in some way. Thus, if a noun's plural is formed by the simple addition of an "s," it will be assumed that the user knows this and doesn't need to be told. Most dictionaries do not spell out the various forms in full, saving space instead by spelling out only those parts of words that vary from the singular or infinitive form. As a part of spelling, dictionaries also indicate capitalization, the use of hyphens, syllabification of words, the splitting or running together of compounded

words, and the like. Here again dictionaries tend to be conservative, and you will often find a good style manual to be a more useful source of such information.

2. **PRONUNCIATION.** The average dictionary is probably weakest as a source of proper pronunciation. This fact can be understood easily when one considers the difficulties involved in determining acceptable or "preferred" pronunciation. Lexicographers work primarily from written material. They cannot accumulate so easily records of how people pronounce words or assay so easily with any degree of objectivity what is the preferred way to pronounce a word. Until this century, with most American dictionaries being made in the East and more especially in New England, the New England accent usually got the nod from most lexicographers. Since that time, dictionary makers have learned that Beacon Hill speech is not representative of U.S. speech as a whole. Moreover, such media as the radio, television, and the movies have tended to establish greater uniformity in U.S. pronunciations, so that there are fewer regional variations of importance. Nevertheless you will probably find that certain dictionary pronunciations vary from those you hear used by educated persons of your acquaintance or by persons you hear on the stage or the air. You will also probably find that one or more of the specialized dictionaries of pronunciations listed later on in this chapter are somewhat more accurate guides to acceptable usage than the average general abridged or unabridged dictionary.

Nearly all dictionaries indicate pronunciations by the use of the phonetic alphabet, with or without slight variations, that is used universally by phoneticians. This system is by no means the easiest thing to understand, and its use means almost constant reference to the phonetic key that will be found somewhere in the forematter of the dictionary. Unfortunately, few dictionaries have yet done much experimentation with such simplified methods of indicating pronunciation as appear in some of the school encyclopedias, such as *World Book*. Personally, I would like to see a dictionary attempt such a project, though I

realize the many problems and pitfalls involved.

3. **DEFINITION.** The bulk of a dictionary's contents is devoted to definitions of the words listed. The definitions given follow a standard format. When a word may be used as more than one part of speech, the different definitions are grouped accordingly under separate headings as to part of speech, with definitions normally coming in the order of frequency of usage. When a verb may be used both transitively and intransitively, the definitions are divided under appropriate headings. It is easy to miss or ignore such headings; you should look for them carefully.

Ordinarily, the general definitions of words are given first in any entry. Further definitions are numbered consecutively, with specialized, archaic, or obsolete meanings so labeled. Specialized meanings usually bear the designation of the field in which they apply, such as architecture, medicine, law, and the like. Archaic, obsolete, and special dialectical meanings appear in the larger unabridged dictionaries, making these works of great help to students of literature. To emphasize this value, a number of dictionaries include quotations that illustrate such usages.

As an additional indication of usage, most dictionaries also add such labels as "slang" or "colloquial" to the definitions that require them. Here again the lexicographer uses conservative criteria, labeling words as slang or colloquialisms long after they have received acceptance by educated people as legitimate words. As a rule of thumb, when you hear well-spoken people using a word frequently and the dictionary labels it slang, you can judge it to be an acceptable colloquialism. When the dictionary labels it colloquial, you can accept it as a legitimate usage. There will be exceptions of course to this rule, but usually lexicographers are about this far behind common usage.

One of the weaknesses of dictionary definitions is their frequent lack of clarity. The editor naturally has to worry about space; thus he tries to define words in as few words as possible. In doing so, he often forces the reader to look up other words.

This would not be so bad were it not for the fact that often the word you look up to clarify the definition is defined by use of the word you originally looked up. This merry-go-round type of definition is one of the greatest plagues of dictionaries and one that can be averted only by the most careful editing and cross-checking of definitions. For the reader confronted by such a problem, often the only solution is to use another dictionary.

Another weakness of dictionary definitions is the failure to give connotations of words as well as their denotations. There are many words that have the same approximate meanings but are used in quite different senses. For instance, when I once tried to explain to a Frenchman the difference in connotation between "attempt" and "trial," I found the dictionary entirely useless. Each word was defined primarily in terms of the other, with no explanation of the distinction between them. The chief problem seems to be one of space; that is, such usage can be explained only by citation of examples and that takes too much space. You will find any of several thesauruses listed in this chapter to be of help in indicating connotations.

On the other hand, in defense of dictionary definitions, it should be emphasized that they are usually models of precision in the way they indicate denotative meanings of words. The best unabridged dictionaries phrase their definitions with greater care than a lawyer uses in framing a millionaire's will. As a result, a dictionary definition is of the greatest use to the person who knows the general meaning of a word but is not sure of its exact denotation. In addition, modern dictionaries are making increasing use of diagrams and drawings to explain meanings that are difficult to define purely verbally.

4. **GRAMMAR.** Dictionaries have only limited value grammatically. Their primary use on this score is in labeling words as to their use as parts of speech. Thus, if you don't know whether a verb can be used transitively or intransitively, the dictionary will tell you. Similarly, if you are confused as to the proper forms of an irregular verb, the dictionary will supply the information.

Some dictionaries also serve as guides to the sometimes tricky problems of the number used with collective nouns.

5. **SYNONYMS AND ANTONYMS.** The larger unabridged dictionaries customarily list at the end of entries common synonyms and antonyms of the more common words. To save space, they do not repeat such lists after the entries of less common words. You can usually find such a list, however, by stopping to think of the most simple word that is the approximate equivalent of the word you have looked up. Thus, while you probably won't find a list of synonyms under "heated," you will find one under "hot." The average abridged dictionary, if it includes synonyms at all, does not include very many of them and seldom includes any antonyms. In any case, if you have frequent uses for such information, you will prefer to get a thesaurus or other book devoted exclusively to synonyms and antonyms.

6. **ETYMOLOGY.** You will find information on the source or linguistic history of words primarily in unabridged dictionaries. This information, except in one or two of the largest unabridged dictionaries, is of a limited nature, however; and you are advised to try some of the specialized etymological source books in preference to them if you are particularly interested in etymological studies. In most dictionaries the etymological data is included in parentheses almost immediately following the title. Most of it is given in abbreviated form that requires consulting the key to abbreviations given in the forematter.

7. **MISCELLANEOUS INFORMATION.** Almost every dictionary contains extra information that is not basically "dictionary" data. Older dictionaries include this as a general rule in sections separate from the main body of the work. A number of more recently published works insert at least some of this data in the main body of the text, with entries appearing in alphabetical order among the more standard entries. Examples of the type of information that may be found in dictionaries include gazetteer-type entries on countries, cities, and geographical features; very brief biographical entries, usually limited to identification and

dates of birth and death; proper names and their meanings; tables of weights and measures; historical chronologies; tables of presidents and foreign rulers. The principal extra information included in the dictionaries discussed below is listed in the separate descriptions of them. You should remember also that many dictionary definitions are almost as informative as encyclopedia entries on minor subjects.

How to buy a dictionary

The majority of dictionaries are sold either in bookstores or by direct mail through the publishers. In addition, dictionaries are also sold by subscription methods similar to those used to sell encyclopedias. Finally, dictionaries are also sold as part of a package deal along with an encyclopedia or other type of reference work. The first and the third methods probably account for the largest number of sales. The second method is probably the most risky. Unless you are very sure of the identity and the value of the dictionary sold by a door-to-door salesman as a separate item, you would do well not to buy. There have been cases where unscrupulous publishers have reprinted some long out-of-date dictionary and made a quick killing. Needless to say, little of the purchase price of such a dictionary goes to pay editorial costs. By and large, however, dictionaries sold in a bookstore or sold along with a reputable encyclopedia are well-edited dictionaries.

However, there still remains the question of which dictionary is the best in a general sense, and, more particularly, which is the best for you. Here are some suggestions on these points:

1. WHO PUT IT TOGETHER AND HOW?

Amateurs cannot make a good dictionary. Lexicography is a highly scientific matter. Basically, what you want in a dictionary is authority and seasoned judgment. Therefore you must first be certain that your dictionary was edited by a group of persons who know their business. Also, you should try to determine how the dictionary was put together. Is it an original job based on original research, or is it a remake of an older dictionary? Most dictionaries are

"remakes" in one way or another in the sense that much of the basic information is gleaned from older works, but a "new" dictionary should have been thoroughly checked against new research findings.

2. WHAT IS THE DICTIONARY'S VINTAGE?

Age is a highly important factor in assessing a dictionary's value. All languages, and especially English, change at an amazing pace. New words are added, older words become obsolete, spellings and pronunciations change, old words acquire new meanings. Thus it is not sufficient that an old dictionary keep itself up to date by merely adding a new-word section, though such additions are useful. Instead, a dictionary must continuously revise the main body of its text. Economic considerations prevent complete revision every year or even every five years of the larger unabridged dictionaries, but urgent internal changes are usually made in the better-edited works. You should remember, however, the basic conservatism of the lexicographer and not expect him to include all the latest and most transitory slang.

3. HOW BIG A DICTIONARY DO YOU NEED?

There are two general types of dictionaries—unabridged and abridged. An unabridged dictionary purports to include all or nearly all words in a language, along with all the basic type of information included in a dictionary, pronunciations, variant spellings, varying usages, etymologies. The extent and scope of this coverage will vary somewhat between the different unabridged dictionaries, and more stress may be placed on one type of information in one than in the other. But basically they all serve the same purpose.

Abridged dictionaries are essentially condensations of the unabridged works and quite frequently are based directly on larger dictionaries. They frequently announce their intended audience and their agreed limitations in their titles. For example, some call themselves "college dictionaries," meaning that their coverage is limited to the vocabulary deemed to suit the college level. In addition to limiting the number of words they include in their alphabets, they limit the amount and type of information they give in each entry.

They frequently omit etymologies altogether, and often they do not give the less common meanings and usages of the words they define.

In selecting a dictionary, you should decide what type of dictionary you need. If you deal frequently with words, if you often want to know unusual meanings, the spellings of unusual words, or the origins of various words, you need an unabridged dictionary. If, however, your dictionary needs are fairly pedestrian, limited largely to use in writing business letters or the like, when you consult a dictionary only occasionally for spelling and other basic information, an abridged "desk" dictionary will probably suit you. If you are buying a dictionary for a school child, you will also want to consider the language and complexity of the dictionary you purchase. There are a number of good dictionaries made especially for grade- and high-school children that will probably suit all but the most unusual child better than an unabridged dictionary.

You may also want to consider the problems of space and ease of use. An unabridged dictionary is a hefty piece of literature, whether it comes in one enormous volume or a half-dozen or so not-so-big volumes. An unabridged dictionary is pretty well tied down to one place in your home or office. But you can carry an abridged dictionary any place you want to go.

4. **HOW MUCH DOES IT COST?** There are several factors to consider in assessing the cost of a dictionary. First of all, you should not pay too little for a dictionary, for the simple reason that the less you pay for a dictionary, the less likely you are to get your money's worth. Good lexicography runs up large editorial bills, and if you aren't having to pay very much for a dictionary, you probably are getting a work that was out of date years ago and probably not very good to begin with. I must, of course, qualify this statement slightly. There are some relatively brief abridged dictionaries in paperback bindings that are good for basic uses. In addition, a number of hardbound abridged dictionaries can be

bought for relatively low prices because they are abridged from larger works and thus the editorial costs of producing them are relatively lower.

Obviously, too, you should not pay for more dictionary than you need. Thus, before you buy, you should decide clearly whether you need an unabridged work, or whether a good abridged dictionary will suit your purposes. Abridged works, particularly those based on established unabridged dictionaries, cost far less.

Finally, you should not pay for extras that you don't want. Many dictionaries come out in several different editions. The more expensive ones usually have better bindings, as well as various appendixes of extra information. You may well want a better binding and you may well want the extra information included in these more expensive volumes, but be sure you're not paying for something you neither want nor need when you could get what you really want—the basic dictionary—at considerably less cost.

UNABRIDGED DICTIONARIES

The following is a selected list of the most commonly used unabridged dictionaries: It should be noted that the copyright dates given are those for the basic work; most works have been revised in part thereafter and are usually more up to date than the copyright date may indicate.

Century Dictionary, and cyclopedia with a new atlas of the world. New York: Century Company. 1911. 12 vol.

This work has long been out of print. But it is still to be found in many libraries, and because of its scope and the great care with which it was originally edited it still has considerable value. The 1911 edition represents some revision of two previous editions. The first ten volumes make up the dictionary proper; the eleventh volume is the famous "Cyclopedia of Names" [now revised and republished separately as *The New Century Cyclopedia of Names* (5.2)] and the twelfth volume is an atlas. The 1911 edition contains the supplementary words added in previous editions but listed separately. Thus, be sure you consult both sections. You will find this dictionary particularly useful for etymology

and for extended definitions of words of the period, particularly scientific and technical terms that have since greatly altered in meaning.

Funk & Wagnalls New Standard Dictionary of the English Language. I. K. Funk, Calvin Thomas, F. H. Vizetelly, eds. New York: Funk & Wagnalls Company. 1947. 2895 pp.

This edition of a work that dates back to 1893 is a fairly adequate revision of the 1913 edition, which was the last complete resetting of this work. This dictionary includes definitions of more than 450,000 words. Within the same alphabet it includes biographical entries and discussions of proper names, totaling about 65,000 entries; and some 30,000 geographical names. Its appendix includes guides to pronunciation, rules for simplified spelling, lists of foreign words and phrases, and population data.

The emphasis in *Funk & Wagnalls* is on current usage. Thus obsolete or obsolescent words and meanings tend to get deleted as space is required in new editions for new words. And in any case, current meanings get considerably more coverage than do archaic ones. It also gives good coverage of dialectal meanings found in different parts of the English-speaking world. Its editors tend to prefer simplified spellings and give precedence to the more commonly accepted of these spellings to a greater degree than do most other lexicographers.

New Century Dictionary of the English Language. H. G. Emery and K. G. Brewster, eds. New York: Appleton-Century-Crofts, Inc. 1948. 2 vols.; 2798 pp.

This dictionary should perhaps be listed as an abridged dictionary, since its contents are limited to a coverage of about 160,000 words. However, its coverage of these words is of such extent that I place it here. This dictionary, according to its editors, is based on matter selected from the original *Century Dictionary*, but it has been entirely rewritten and expanded with new material. It is particularly good for etymological information as well as for the wide selection of quotations used to explain usage. In addition to the dictionary proper there are lists of abbreviations, synonyms and antonyms, business terms, foreign words and phrases, brief biographical entries, geographical entries, and a list of meanings of proper names.

Oxford English Dictionary. James A. H. Murray, Henry Bradley, W. A. Craigie, C. T. Onions, eds. New York: Oxford University Press. 1933. 13 vols. and 1-vol. supplement.

This dictionary, the most comprehensive English dictionary of the language in modern times, is a "corrected re-issue, with an introduction, supplement and bibliography, of *A New English Dictionary on Historical Principles*." The latter work appeared in 10 volumes over the period 1888 to 1933, and the *Oxford English Dictionary* is essentially a reprint of this work on thinner paper. It purports to include entries on every word in English used from 1160 onward, a date which certainly is early enough for almost anyone's purposes. In addition, it includes all scientific and technical words used by English-speaking people, and dialectal words in use before 1500. The element that particularly distinguishes this dictionary is its historical tracing of each word in the language. The work gives the customary meanings and spellings and pronunciations of words; in addition, it gives earlier spellings, if any; it gives all varieties of usages, both past and present; and, most important, it gives the dates of the first recorded uses of words in particular meanings, accompanying these with quotations illustrating usage. All in all, the dictionary defines somewhat more than 400,000 words with nearly 2 million quotations. It should be noted that there are two alphabets in this dictionary, a second being contained in two supplementary volumes to the ten main volumes of the work. In addition, there is an extensive bibliography, perhaps the best available on English etymology. The work is of course basically British in its point of view.

Webster's New International Dictionary of the English Language. William Allan Neilson, ed.-in-chief. Springfield, Mass.: G. & C. Merriam Company. 2d ed., 1934; rev., 1950. 3393 pp.

This is the dictionary that most Americans mean when they refer to "Webster's," though other dictionaries have appropriated the Webster name. (There has been considerable legal controversy about this matter, in which I do not care to get involved.) This dictionary dates back to 1828, when it appeared as *Webster's Dictionary*; "New International" entered the title in 1909. The second edition (1934) involved a complete revision and re-

setting. Periodic revisions and reprintings have occurred since that time and will no doubt continue. Revision consists of additions to the "New Words" or "Addenda" section in the front of the volume and some revision within the main body of the work. The various sections of the appendix also receive attention from time to time.

This dictionary covers an English vocabulary of over 600,000 words, the largest of any of the modern dictionaries of the language. It is doubtful that you will find any but the newest slang words or technical terminology missing from its pages. The information covers all types of data normally to be found in an unabridged dictionary, though its etymologies are considerably less extensive than those to be found in such a monumental work as the *Oxford English Dictionary*. This work is designed primarily as a utilitarian language tool, emphasizing clarity of definition, the pinpointing of usage, and good judgment in spelling and pronunciation so far as standard American usage goes. Both synonyms and antonyms are given. Besides standard words, the main part of the dictionary contains all proper names not found in the appendixes. A feature of the 1934 edition is the introduction of the split page. On each page above the line appear the standard entries; below the line appear obsolete words, variant spellings, and minor proper names. If you can't find a word listed in the main part of the dictionary, look below the line. If a word is new since the early 1930s or has acquired a new meaning since that time, look in the "Addenda" section in the front of the book.

The appendixes include a list of abbreviations; lists of forms of address; a pronouncing gazetteer and a biographical dictionary; signs and symbols; and a list of populations of U.S. states and principal towns. There are 27 pages of color plates on a variety of subjects, plus a few other pages of black-and-white illustrations. In addition, many entries are illustrated by line drawings.

The forematter to the dictionary contains extensive discussions of English spelling, pronunciation, and general usage.

ABRIDGED DICTIONARIES

Abridged dictionaries vary considerably in nature and in scope. Basically, there might be said to be three general kinds: "junior" dictionaries intended primarily for the use of elementary-school children; "senior" or "collegiate" dictionaries de-

signed for high-school and college use; and "desk" dictionaries aimed at the general adult market. In addition, there are a number of "pocket" dictionaries, some of them paperbound and quite inexpensive, which I have not attempted to cover here. These latter works are generally extremely condensed and of use primarily for spellings and for basic definitions.

In scope, the vocabularies of the abridged dictionaries range from about 20,000 words up to about 200,000 words. Etymologies are normally limited to a brief indication of the origin of words taken from other languages. Definitions include general usage and the more common specialized uses. Abridged dictionaries enjoy considerably more updating than do unabridged works, since they can be revised more frequently at less cost. Thus you are likely to find recent words in them that may be missing in the unabridged works. Abridged dictionaries also tend to be less conservative in their approach to changes in meaning, spelling, and pronunciation and are therefore often a better guide to current usage in these respects.

It should be noted that most abridged dictionaries of any size at all come in various editions at varying prices. Some differ only in the quality of paper they are printed on or in the addition of a thumb index; other more expensive editions include special appendixes. Careful shopping is needed in buying an abridged work.

The following are among the most commonly used U.S. and English abridged dictionaries; dates given are of original copyright; many works are revised annually, a fact that can usually be ascertained from the copyright page.

The American College Dictionary. Clarence L. Barnhart, ed. New York: Random House, Inc. 1947. 1472 pp.

This dictionary has been widely acclaimed for the simplicity of the language used in its definitions. It includes about 132,000 entries, with biographical and geographical names included in the main alphabet of the dictionary. Pronunciations are generally standard American in nature; limited etymologies are given. There appears to be a very careful inclusion of new words. There are some 1500 illustra-

tions, primarily line drawings. "Extras" include well-written sections in the forematter on pronunciation, spelling, and all-round questions of usage; there are also appendixes of lists of signs and symbols and of meanings of male and female proper names. This dictionary is reprinted several times a year, with revisions made as required in each reprinting.

The American Everyday Dictionary. New York: Random House, Inc. 1949. 576 pp.

This is an abridgment of *The American College Dictionary* and similar to it in basic approach and nature. It contains about 60,000 entries and comparatively less information under each entry than the parent volume. It is also illustrated.

Cassell's New English Dictionary. London: Cassell & Co., Ltd. 1696 pp.

This work is one of the best of the small English dictionaries. It should be noted, however, that it is quite "English" in its approach and therefore of limited usefulness to Americans. cursory examination of the volume indicates that alternate U.S. spellings are never or very seldom given, and definitions are limited largely to British usage. On the other hand, the work contains an unusually large amount of etymological data for a dictionary of its size. The pages are small and the type is eminently readable. There appear to be somewhat more than 30,000 entries in all, including a few entries on biographical and geographical proper names.

Chambers's Shorter English Dictionary. Edinburgh: W. & R. Chambers, Ltd. 1953(?). 800 pp.

This work is the smaller of the two Chambers's dictionaries. It is not an abridgment of the *Twentieth Century Dictionary*, but rather a distinctly different work. It includes about 79,000 definitions and is particularly useful for its unusually extensive illustrations. There are 16 color plates.

Chambers's Twentieth Century Dictionary. Edinburgh: W. & R. Chambers, Ltd. 1950(?). 1376 pp.

This very popular abridged English dictionary dates back to 1901, since which time it has assumed somewhat the aspect of a minor authority. The new edition is a completely revised and reset one, based on extensive research. Its contents include definitions of about 150,000 words, considerably more than the original edition. Addicts of the peculiarly

bafling English crossword puzzles are said to be fond of this work.

Concise Oxford Dictionary of Current English. Henry Watson Fowler and F. G. Fowler, eds. 4th ed. New York: Oxford University Press. 1951. 1544 pp.

This dictionary is based on the *Oxford English Dictionary* and thus profits from the authoritative scholarship that went into this major work. Its emphasis, as its title states, is on "current English." Thus its definitions pertain essentially to the living language, including many scientific and technical terms, and words of slang or colloquial status.

Funk & Wagnalls New Standard Dictionaries

Funk & Wagnalls Company of New York issues a number of abridged dictionaries of different types and purposes. All are based on the lexicographic research that went into the unabridged *Funk & Wagnalls New Standard Dictionary of the English Language*, described earlier in this chapter. The company does a superior job of keeping the various smaller dictionaries up to date. Among these different dictionaries are the following:

Funk & Wagnalls Concise Standard Dictionary. 589 pp. This is one of the most compact of the dictionaries, covering some 38,000 words of normal adult usage. Appendixes include lists of foreign words and phrases, proper names, examples of faulty diction, lists of flowers and gems used as symbols, and abbreviations. There are nearly 800 illustrations.

Funk & Wagnalls New College Standard Dictionary. 1420 pp. This dictionary includes a vocabulary of some 145,000 words with considerably more detailed definitions than in the smaller desk dictionaries. Emphasis is on currently used words, plus slang and colloquial expressions, and scientific and technical terminology. Numerous synonyms and antonyms are given. The typography is particularly good. There are about 1000 illustrations.

Funk & Wagnalls New Comprehensive Standard Dictionary. 1024 pp. This is a medium-sized desk dictionary with definitions of about 50,000 words. There are some 1800 illustrations, including color plates.

Funk & Wagnalls New Desk Standard Dictionary. 960 pp. This is one of the best dic-

tionaries designed for office use. It includes about 100,000 entries, among which are biographical and geographical entries. Synonyms and antonyms are given. The appendix includes a handbook of secretarial practice. There are about 850 illustrations.

Funk & Wagnalls Standard Junior Dictionary. 768 pp. This dictionary is designed for use by elementary-school children. It has 39,000 entries based on selected word lists and including some proper names. Definitions have been prepared with an eye for clarity and simplicity. The typography is particularly clear.

Funk & Wagnalls Student's Standard Dictionary. 1357 pp. This work is designed for high-school and college use and lists about 140,000 terms in its contents, including some 15,000 proper names. It gives some synonyms and antonyms, plus extensive appendix material of a geographical nature. There is also a valuable section on spelling and grammar. Illustrations number about 2500 in all.

The General Basic English Dictionary. C. K. Ogden, ed. New York: W. W. Norton & Company, Inc., 1942. 441 pp.

This work is a dictionary of about 20,000 English words defined in the 850-word vocabulary of Basic English. As such, it is a useful tool for persons who may be learning English and have a limited vocabulary; for persons who are writing in Basic English and wish to find a way to phrase a technical term; or for elementary-school students. It defines idioms as well as basic words. There are many illustrations. The Basic English vocabulary is listed at the end of the volume.

Shorter Oxford English Dictionary on Historical Principles. Sir James Augustus Henry Murray, ed. Prepared by W. Little, H. W. Fowler, J. Coulson; rev. and ed. by C. T. Onions. 3d ed., rev. with addenda. New York: Oxford University Press. 1944; corrected reprint, 1947. 2 vols.

The Concise Oxford Dictionary of Current English is based on the *Oxford English Dictionary* but has a quite different purpose; this dictionary is essentially an abridgment of the *Oxford English Dictionary*. It is designed to fulfill the same function but within a considerably more limited scope. It includes perhaps 40 per cent of the words listed in its parent work and further limits the examples

cited and eliminates some of the rarer usages. A one-volume edition appeared in 1955.

Swan's Anglo-American Dictionary. George Ryley Scott. New York: Library Publishers. 1952. 1514 pp.

This dictionary is unique among abridged dictionaries in its approach. It attempts to give all the variant meanings and pronunciations used for some 133,000 words as they are used wherever English is spoken. Emphasis is primarily on British and U.S. usage. Among its entries and definitions are an exceptionally large number of slang and colloquial expressions, many of which are seldom encountered in the written language except in novels. Thus it is a particularly good guide to national speech. Data is limited largely to definition and pronunciation. There are no etymologies.

Thorndike-Barnhart Concise Dictionary. Clarence L. Barnhart, ed. New York: Doubleday & Company, Inc. 1956. 544 pp.

An abridged version of the basic Thorndike dictionary, consisting of a large number (about 70,000) entries, very briefly defined, of greatest usefulness in offices. Emphasis lies on the most common definitions and on spelling and pronunciation. There are about 650 illustrations.

Thorndike-Barnhart Handy Pocket Dictionary. Clarence L. Barnhart, ed. New rev. ed. Garden City, N.Y.: Garden City Books. 1953. 450 pp.

This is a condensed version of the basic Thorndike dictionary, limited to definitions of about 36,000 words. It is useful primarily for spellings and general usage.

Thorndike-Barnhart Junior Dictionary. E. L. Thorndike. New York: Doubleday & Company, Inc. 1952. 970 pp.

This version of the Thorndike dictionaries is designed for elementary-school use. It defines about 30,000 words. The work is periodically revised primarily to include a few new words and update certain definitions. There are many line drawings.

Thorndike-Barnhart Comprehensive Desk Dictionary. Garden City, N.Y.: Doubleday & Company, Inc. 1951. 896 pp.

This is the senior member of the family of Thorndike dictionaries. It contains definitions of some 80,000 words, with naturally considerably more entries on the adult level than

the smaller books. All entries are included in one alphabet.

Thorndike Century High School Dictionary. E. L. Thorndike. New York: Doubleday & Company, Inc. 1952. 1065 pp.

This version of the Thorndike dictionaries is aimed at the high-school level, containing definitions of about 50,000 words including a fair number of proper-name entries in the biographical and geographical categories. It gives essentially pronunciations and brief, succinctly but clearly written definitions. There are many illustrations, including numerous location maps.

20,000 Words. Louis A. Leslie. New York: McGraw-Hill Book Company, Inc. 1951. 244 pp.

A pocket-sized dictionary limited to roughly 20,000 words, selected on the basis of their usefulness in the everyday vocabulary. Definitions are limited to the most common meanings of the words included; spellings and pronunciations are indicated. An appendix includes tips on improving spelling and a guide to punctuation. An easy-to-use desk dictionary.

The Volume Library [5·2] contains a 104-page general dictionary of about 10,000 vocabulary entries. Entries give pronunciations, general meanings, and some synonyms and antonyms. This section, plus the many special glossaries through the book, make *The Volume Library* the equivalent in many respects of a good abridged dictionary.

Webster's Elementary Dictionary, a dictionary for boys and girls. New York: American Book Company. 1941; reprinted with new material, 1953. 739 pp.

This dictionary, copyrighted by G. & C. Merriam Company, is based on Merriam's unabridged *New International* and, as such, has essentially the same authority as that work. As the subtitle indicates, this dictionary is designed for elementary-school use. It contains definitions of over 38,000 words, written simply for a child's understanding. All entries, including abbreviations and proper names, are included in the one alphabet. Special emphasis has been placed on including scientific and technical terms of particular interest to today's science-minded children. Also helpful are the varying word forms and indications of word derivations. Appendixes include a table of weights and measures; the metric system;

statistical data on the U.S. and foreign countries; and lists of populations of countries and major cities. The typography is well suited to the dictionary's intended audience.

Webster's New Collegiate Dictionary. 6th ed. Springfield, Mass.: G. & C. Merriam Company. 1956. 1196 pp.

This is the most advanced of the various abridged dictionaries based on Merriam's *New International*. Its vocabulary includes definitions of over 125,000 different words. Information given with definitions includes basic etymologies, alternate spellings, specialized as well as general meanings, and basic synonyms and antonyms. Appendixes include lists of abbreviations, arbitrary signs and symbols, biographical and geographical listings, lists of colleges and universities in the U.S. and Canada, a list of proper names, a small rhyming dictionary, as well as sections on spelling and punctuation and the preparation of copy for publication.

Webster's Students Dictionary. New York: American Book Company. 1938. 1001 pp.

This is the intermediate version of the Merriam desk dictionaries, designed primarily for high-school use. It includes about 57,000 vocabulary entries, plus a new-word list in the 1950 edition. Information includes definitions in simple language, inflectionary forms, derivatives, etymologies, and pronunciations. There are about 1200 illustrations, including eight color pages. Appendixes are approximately the same as in *Webster's Elementary Dictionary*.

Webster's New World Dictionary of the American Language. Joseph H. Friend and David B. Guralnik, eds. Cleveland: The World Publishing Company. 1951.

This dictionary comes in two editions. A one-volume "college edition" has 1724 pages; a two-volume "encycopedic edition" has 2068 pages. So far as the dictionary section is concerned, each edition is identical; the difference is in the inclusion of far more appendixes in the two-volume edition. Both editions contain a guide to the use of English, plus a list, with brief facts, of colleges and universities in the U.S.; a section on forms of address; and tables of weights and measures and special signs and symbols. In addition, the larger edition has a list of personal names, a section of synonyms and antonyms; the text of the U.S. Constitution and the Declaration of Independence and the UN Charter; lists of

various U.S. officials; populations of U.S. cities and states, foreign countries and major cities; a mileage table for the U.S., and a list of the major geographical features of the U.S. The encyclopedic edition also has twelve pages of illustrations in full color, plus a 16-page atlas section in color, as well as the many black-and-white illustrations to be found in both editions.

The dictionary section of the work is not based on any previous work and has no connection with the Merriam-Webster dictionaries. There are more than 130,000 vocabulary entries. The emphasis is on current language, with an unusually thorough coverage of idiom, slang, and argot. Included in the one alphabet are many entries on geographical and biographical proper names, as well as foreign words and phrases used frequently in English.

The Winston Dictionaries

The John C. Winston Company of Philadelphia publishes a number of abridged dictionaries of varying size and scope, though all based on the same lexicographic research dating back to 1936. These include:

The Winston Dictionary Encyclopedic Edition (1566 pp.) contains more than 100,000 vocabulary entries, with some 3000 illustrations, including eight color plates. In addition, there are about 400 pages of appendixes, including tables of signs and symbols, weights and measures; lists of foreign words and phrases, of persons and places, special English phrases and a Scottish glossary; lists of proper names; a table of historical chronology; a section on English grammar; a statistical gazetteer of about 10,000 places; and a 32-page atlas in color.

The Winston Dictionary College Edition (1280 pp.) is identical to the above except for the omission of many of the appendixes included in the encyclopedic edition. In this

volume are tables of signs and symbols, weights and measures; lists of foreign words and phrases; lists of persons and places; and a 16-page atlas in color.

The Winston Home, School and Office Dictionary (1024 pp.) is much the same work, except that it contains fewer illustrations. Its appendixes are limited to a brief crossword-puzzle dictionary; tables of statistics and weights and measures; a brief gazetteer; and a section on business forms and laws. The same work is also published in a larger edition called:

The New Secretary's Desk Book (1280 pp.) that includes special sections on the use of the teletype and other office communications; lists of airlines; lists of government departments; as well as special sections on grammar, punctuation and spelling; the preparation of manuscripts and legal forms; lists of reference sources, etc. There are about 900 illustrations in this edition.

The New Winston Dictionary for Young People (974 pp.) is more simply written than the other works. It defines about 46,000 terms in language suitable for children of about the fifth grade and above. There are about 1000 gazetteer-type entries, cross-indexed to the 24 pages of maps in color. There are over 1700 illustrations, including 10 color plates.

The Winston Dictionary for Children (644 pp.) is a smaller and somewhat simpler version of the above, defining about 30,000 terms in language suitable for children in the earliest grades. There are over 1000 illustrations.

Words: The New Dictionary. New York: Grosset & Dunlap, Inc. 1952. 736 pp.

This work is an "office" dictionary defining about 70,000 words in relatively brief, succinct style. There are more than 1000 illustrations, including 12 pages of maps. This work is kept constantly revised to include new words of topical interest.

7·2

Specialized Books about Words

In addition to general dictionaries there are a great many other books about words, each approaching the subject from a special point of view and each serving a special purpose. Besides these books, there are other reference sources primarily devoted

to other subjects that also, in part, serve various language-reference needs. I have already mentioned the many glossaries to be found in *The Volume Library*, *The Lincoln Library of Essential Information* [5·2], and other specialized reference sources. I

should also note the glossaries of new words that appear annually in the *New International Year Book* [6·1] and in the *Information Please Almanac* [6·2]. Several of the various style manuals listed in Chapter 4 are useful sources on language usage. I would like to call particular attention to the Government Printing Office's *Style Manual* and *Words into Type*. The latter has several types of unique usage glossaries.

I have classified the following specialized books about words according to their primary point of view or the particular service they offer.

ORIGINS OF WORDS AND PHRASES

All the unabridged and several of the abridged dictionaries listed earlier in this chapter give some of the etymologies of various words in the English language. For many etymological purposes these sources will be adequate. You'll find the following sources valuable, in addition, if you prefer a book concentrating on etymology that is less cumbersome to handle than a large dictionary or if you want to trace the origins of phrases and sayings that are not covered in the general dictionary sources:

Brewer's Dictionary of Phrase and Fable [6·3] contains hundreds of accounts of the origins of phrases or special terms, particularly those commonly encountered in literature. Most are fairly ancient phrases, but the new edition includes a fair number of terms growing out of World War II.

A Concise Etymological Dictionary of Modern English. Ernest Weekley. New rev. ed. London: Secker & Warburg; New York: E. P. Dutton & Co., Inc. 1952. 480 pp.

This new edition of a work first published in 1921 is in some ways less valuable than the original work in that it has been cut to about half size. Thus, for etymologies of words of long standing, you may prefer the first edition. Both, however, are written for the layman rather than the philologist and are thus good popular sources. The 1952 edition contains entries on about 27,000 words, tracing their origins, changes in form and pronunciation, spelling and meaning. It includes both common and uncommon words. Perhaps its greatest value is in etymologies of scientific terms; in this respect, the new edition is quite up to date. The work is British in origin.

Dictionary of Word Origins. Joseph T. Shipley. New York: Philosophical Library, Inc. 1945. 430 pp.

This popularly written work traces the origins of several thousand words and phrases, accenting the unusual. It is not an all-inclusive work, for it omits much basic etymology, but it includes most words whose histories are conversation pieces. Its appendixes include a list of doublets, of words derived from names, and of the sources and meanings of names.

Etymological Dictionary of the English Language. Walter William Skeat. 4th ed.; rev. and enl. Oxford: Clarendon Press. 1910. 824 pp. Also published in a new and corrected imprint as *A Concise Etymological Dictionary of the English Language*, by the same publisher. 1911. 680 pp.

This work is essentially a general dictionary but has reduced value as such today because of its comparative age and out-of-dateness. Modern readers will find most use in the various etymological lists in the appendix, including lists of affixes, homonyms, and assignments of words to groups according to their language origins.

Heavens to Betsy and Other Curious Sayings. Charles Earle Funk, New York: Harper & Brothers. 1955. 224 pp.

A Hog on Ice and Other Curious Expressions. Charles Earle Funk, New York: Harper & Brothers. 1948. 214 pp.

Thereby Hangs a Tale, stories of curious word origins. Charles Earle Funk, New York: Harper & Brothers. 1950. 303 pp.

These three books by a distinguished lexicographer are all perhaps designed more to be read than to be used for reference, but they serve equally well for each purpose. As reading matter they are highly entertaining. As reference works they supply authoritative data on the origins of a number of common sayings and words. The first two books deal with sayings, giving their origins and the circumstances of their initial usage. The third book deals with the uncommon beginnings of common words.

The Loom of Language. Frederick Bodmer, ed. New York: W. W. Norton & Company, Inc. 1944. 692 pp.

This work is one of the best general sources on the origins of languages, especially English. Part I treats the development of all lan-

guages, both written and spoken. Part II discusses the origins and growth of English. Part III deals with "the world language problem." Part IV is a "Language Museum," having appendixes of basic vocabularies for the Teutonic and the Romance languages, listed comparisonwise with their English equivalents, plus an appendix of Greek roots in common use in technical language. The entire work is well indexed.

Unusual Words and How They Came About.

Edwin Radford, ed. New York: Philosophical Library, Inc. 1946. 318 pp.

This book gives the meanings and origins of about 2500 unusual words and sayings. The author acknowledges that much of his work is based on *Brewer's Dictionary of Phrase and Fable*, presumably the earlier editions of this work, but there are a number of more recent terms and a number of opinions on sources that differ with Brewer. The work is organized alphabetically.

Why You Say It. Webb B. Garrison, ed. New York: Abingdon Press. 1955. 448 pp.

This book is made up of fairly brief descriptions of the origins of about 700 unusual words and phrases, written in a lively and readable style. Most of the items appeared previously in various magazines. They are arranged in sections according to general subjects, but individual items are easy to find through a well-arranged index. There are a number of amusing line drawings. The appendix includes a brief bibliography, primarily of fairly recent and fairly popular sources.

Word Ways: A Study of Our Living Language. Jerome C. Hixson and I. Colodny. Rev. ed. New York: American Book Company. 1946. 344 pp.

This book is primarily designed to serve as an introductory textbook to the study of philology. But its citation of hundreds of examples of origins of words and phrases make it a useful reference source, particularly in its discussion of the origins of figures of speech, aspects of etymology often omitted in more standard sources. The book is written informally and is eminently readable.

AMERICANISMS

While both unabridged and abridged dictionaries of any size emphasize American usage and often indicate the origins of particular American words, few trace the

etymological development of special American usages and words of American origin. The following sources are useful for this information:

The American Language, an introduction into the development of English in the United States. Henry L. Mencken. 4th ed., cor., enl., and rewritten. New York: Alfred A. Knopf, Inc. 1936. 769 pp. Supplement 1, 1945; Supplement 2, 1948.

This work stands certainly as the most readable of works on Americanisms, including much material on general development of English in America as well as data on specific words and phrases. In addition, it is well organized for reference purposes, including comprehensive indexes to all volumes, useful lists of various kinds, and an excellent bibliography. This work is perhaps the best source on proper names of American origin and on American slang. The first supplement adds to material in Chapters 1-6 in the main volume and the second to the remaining seven chapters.

Concise Dictionary of the American Language. Arthur Waldhorn, ed. New York: Philosophical Library, Inc. 1956. 186 pp.

An alphabetically arranged lexicon of about 5000 words and expressions that are peculiarly American in origin or usage and that are in current use. Most are of fairly recent coinage or development, though some are reorientation of words of different meanings in Britain and some come from foreign languages. Each word or phrase is defined, labeled as to level of usage, and background data on its development is given. Dates of first usage are given wherever possible. There is a bibliography.

A Dictionary of American English on Historical Principles. Sir William Craigie and James R. Hulbert, eds. Chicago: University of Chicago Press. 1936-1944. 20 parts or 4 vols.; 2552 pp.

This is the most extensive of the etymological dictionaries of American English, though its values are limited by the fact that it stops its studies in general with usage before 1900 and limits its study of slang and dialect to early usage. It gives only special American meanings to the words it includes and is thus not a general dictionary. It is a most scholarly work; its meanings and usages are extensively annotated with dated quotations. There is a

comprehensive bibliography of source materials.

A Dictionary of Americanisms on Historical Principles. Mitford M. Mathews, ed. Chicago: University of Chicago Press. 1951. 2 vols.; 1946 pp.

This work is at once more limited and more extensive than the previously cited source. That is, it discusses fewer words, but it includes treatment of more recently evolved words and usages as well as giving greater emphasis to slang and dialect. Discussions are extensively annotated, and most quotations are dated. Unfortunately, usually only one pronunciation is given, even when regional variations occur. There is a large bibliography.

SLANG AND IDIOM

General dictionaries include in their definitions a certain amount of slang and idiom, as do the various specialized etymological sources. But the standard lexicographer tends to regard slang with a conservative eye and to include it in his works only when it has become so completely accepted as to approach no longer being slang at all. Thus, for the less commonly used words and phrases, either slang, colloquialisms, or vulgarisms, you will find more definitions and more etymologies in the following specialized sources than in the standard dictionaries:

The American Thesaurus of Slang. Lester V. Berrey and Melvin Van den Bark. 2d ed. New York: Thomas Y. Crowell & Company. 1953. 1280 pp.

Both the first (1942) and the second editions of this book remain valuable sources. The first includes a fair number of words and phrases deleted from the second because of lack of use. The book is divided into two parts: Part I deals with general slang, divided into two sections by "social" connotations, such as sex, marriage, courtesy, and the like. Part II lists vocational slang, again arranged according to field or occupation, such as the movies, the underworld, sports, armed forces, and the like. Each section thus constitutes a glossary of the argot of a large number of occupational fields. A 320-page index of the words defined in the book permits the location of a specific definition, of all the different usages ascribed to the same word, or of all the different words that have the same approx-

imate meaning. The second edition has been brought extensively up to date, particularly in the sections on teen-age jargon.

A Book of English Idioms. Vere Henry Collins. New York: Longmans, Green & Co., Inc. 1956. 258 pp.

A lexicon of common and uncommon English idioms, with emphasis on those used in Great Britain, defined and explained.

A Concise Dictionary of English Idioms. William Freeman. New York: Thomas Y. Crowell Company. 1951. 300 pp.

This book contains definitions of about 3600 different common English and American idioms. They are listed alphabetically under their key words. Besides being defined, their usage is shown in sample sentences. Persons perfecting their knowledge of English will perhaps get the most use from this book, but anyone who writes a great deal will find it a useful source of guidance on the occasions when he stumbles over an idiom.

Dictionary of American Underworld Lingo. Hyman E. Goldin, ed. New York: Twayne Publishers, Inc. 1950. 327 pp.

This book is probably the most authoritative work on the language of American criminals, having had as its "board of advisers" a considerable number of long-time inmates of U.S. penal institutions. You may have difficulty in locating a copy in your library, however; its publishers report that it is not generally available "because of the unexpurgated nature of its contents." Its definitions deal freely with sex in its more degenerate forms. The work is divided into two parts—Underworld-English and English-Underworld. All in all, there are about 7500 different definitions in the two sections. Examples of usage are given in many cases. Writers (and readers) of underworld stories should find this a useful volume.

Dictionary of Slang and Unconventional English. Eric Partridge. 3d ed. New York: The Macmillan Company. 1949. 1230 pp.

According to its subtitle, this book covers "slang—including the language of the underworld, colloquialisms and catch-phrases, solecisms and catachreses, nicknames, vulgarisms, and such Americanisms as have been naturalized." Over 85 per cent of the contents, according to the author, treat slang, cant, and colloquialisms. He further states that his contents include all such terms mentioned in *The Oxford English Dictionary*, plus perhaps

half again as many definitions. He states that he includes terms in use from about 1600 on. Many of his definitions are specifically dated with quotations. Though this work includes fully as many vulgarisms as does the *Dictionary of American Underworld Lingo*, Partridge manages to handle the problem more delicately with the effusive use of asterisks when certain words might be considered objectionable. Two drawbacks to the work are that relatively little American slang is included and that there is no index from conventional English to slang phrases.

Dictionary of the Underworld, British and American. Eric Partridge. New York: The Macmillan Company. 1949. 804 pp.

According to the subtitle, this book covers "the vocabularies of crooks, criminals, racketeers, beggars and tramps, convicts, the commercial underworld, the drug traffic, the white slave traffic, spivs." Though considerably more American in treatment than Partridge's *Dictionary of Slang*, the emphasis in this work still remains on British usage.

Handbook of American Idioms and Idiomatic Usage. Harold C. Whitford and Robert J. Dixon. New York: Regents Publishing Company. 1953. 155 pp.

This work lists some 4500 different common English idioms in alphabetical order according to the key word of each, giving definitions and examples of usage.

The Language of World War II, abbreviations, captions, quotations, slogans, titles and other terms and phrases. Rev. and enl. ed. New York: The H. W. Wilson Company. 1948. 265 pp.

Most of this work's contents, revised and added to after the end of the war, are indicated in the book's subtitle. In addition there are a list of titles of war songs and a bibliography. Sources of many of the words and phrases defined are cited. The entire work is indexed.

Slang, Today and Yesterday, with a short historical sketch and vocabularies of English, American, and Australian slang. Eric Partridge, ed. London: Routledge and Kegan Paul, Ltd. 1933. 476 pp.

This book is primarily a historical description of the development of slang, especially in England. Its chief value for reference purposes lies in its glossaries of British, U.S., and Australian slang.

Standard Handbook of Prepositions, Conjunctions, Relative Pronouns and Adverbs. New York: Funk & Wagnalls Company. 1953. 116 pp.

This book devotes itself to the highly useful purpose of outlining the proper idiomatic and syntactical use of prepositions, conjunctions, and other English connectives. It is well organized for this purpose. Part I gives a check list of prepositions and then in alphabetical order discusses their etymologies, their meanings, their various uses, with examples, and their specific distinctions of meaning. Part II treats conjunctions and relative pronouns and adverbs in the same manner. Part III lists prepositional idioms; each appears in alphabetical order according to its antecedent, with an illustrative sentence. The entire work is indexed.

SYNONYMS AND ANTONYMS

Most of the unabridged and a few of the abridged dictionaries include in their contents lists of synonyms and antonyms. Some limit such lists exclusively to synonyms. None gives as complete lists as are to be found in the following specialized sources and none includes such distinctions by shades of meaning as are to be found in most of these sources. Thus the person using words a great deal will find a specialized synonym-antonym source of great value in addition to his dictionary.

Allen's Synonyms and Antonyms. F. Sturges Allen. Rev. and enl. edition, ed. by T. H. Vail Motter. New York: Harper & Brothers. 427 pp.

This edition of a standard work first published in 1921 contains about 10,000 main entries plus many more subentries. Each word is listed alphabetically. Under it are given synonyms including colloquial, vulgar, technical, and specialized terms. Though only synonyms are directly given, where appropriate a cross reference is made to a major antonym, under which one will find other antonyms listed as synonyms of the main heading. In addition, cross references are occasionally given to words of related meaning.

Crabb's English Synonyms. George Crabb. New York: Harper & Brothers. 1945. 717 pp.

This is the current version of a standard English synonymy first published in 1817. Its

publishers state that it is "revised and enlarged by the addition of modern terms and definitions arranged alphabetically, with complete cross references throughout." However, this edition does not appear to be substantially different from the 1917 centennial edition of the work. The work is arranged alphabetically according to the first word of a group of synonymous words, each of which is explained and differentiated as to precise usage. In addition, there are cross references to words of related meaning.

Dictionary of American Synonyms. Homer Hogan. New York: Philosophical Library, Inc. 1956. 388 pp.

In one alphabet are given definitions of some "3000 different recent or widely current American words and expressions, and general category entries under which these terms are included as synonyms or related words." Examples of usage are given in many cases. Because of the selection of words, the work is as much of use as a dictionary of slang and colloquialisms as it is as a synonymy.

Funk and Wagnalls Standard Handbook of Synonyms, Antonyms, and Prepositions. James Champlin Fernald. Completely rev. ed. New York: Funk & Wagnalls Company. 1947. 515 pp.

This is a revised edition of a standard work first published in 1914. It is organized in the form of an arrangement of key words, under which are given appropriate synonyms and antonyms with a discussion of the distinctive shades of meaning of each word. Words other than key words may be located through an alphabetically arranged index.

Roget's International Thesaurus. New ed. rev. and reset. New York: Thomas Y. Crowell Company. 1946. 1194 pp.

The work of Peter Roget, first published in 1852, has now passed into the popular domain and appears in a number of revised versions by different publishers. Roget's basic principle was to group synonyms of all types, including slang and colloquialisms, under main subject headings and then carefully distinguish between them according to shades of meaning. Many writers have preferred Roget's method above all other attempts at English synonymy. This edition of Roget's work preserves his basic method, but it includes some 75,000 more words—primarily new ones—than were included in Roget's original book. An index

permits quick location of any specific word. Illustrations of usage are given from many works, both modern and classical.

Roget's Thesaurus of the English Language in Dictionary Form. C. O. Sylvester Mawson. Rev. ed. Garden City, N.Y.: Garden City Books. 1936. 600 pp.

This work aims to improve the arrangement of Roget's work as an aid to readier reference use. It is arranged essentially in dictionary form with each word contained in the book appearing in alphabetical order. Under each listing appear a few major synonyms, plus a cross reference to a major heading under which will be found all synonyms of the general term, plus cross references to the major headings for appropriate antonyms. This book also contains a comprehensive list of foreign words and phrases used frequently in English speech, with their definitions.

Thesaurus of English Words and Phrases. Rev. from Peter Roget by D. C. Browning. New York: E. P. Dutton & Co., Inc. 1953. 600 pp.

This edition of Roget sticks closely to his original method of organization but has been completely revised to delete obsolete words and to add new words, including slang, Americanisms, and technical terms. It includes a complete index as well as cross references.

Webster's Dictionary of Synonyms. Springfield, Mass.: G. & C. Merriam Company. 1942. 907 pp.

This is the most recently compiled list of English synonyms and antonyms and one of the most useful for Americans. In a dictionary-type arrangement it lists synonyms, antonyms, analogous words, and their opposites for almost all commonly used words and a great many uncommon ones in the language. Emphasis is on American usage. Shades in meaning are carefully distinguished and quotations from American and British writers illustrate usage. The introduction discusses the history of English studies of synonyms.

RHYMING DICTIONARIES

With the exception of *Webster's New Collegiate Dictionary*, which has a small dictionary of rhymes, no other sources include the particular type of data in which the following books specialize. They are especially helpful to the amateur rhymester

faced with the need to compose a special occasion poem.

The Improved Rhyming Dictionary. Jane Shaw Whitfield. New York: Thomas Y. Crowell Company. 1951. 283 pp.

This dictionary is arranged for quick reference in a thesaurus fashion. That is, words are grouped under main headings according to general meanings. Words are further grouped according to the number of syllables in them. There are many cross references to headings of related meaning. All in all, about 115,000 words are listed; the publishers state that far more slang words, foreign words, and words of recent evolution are included in this book than in similar works.

New Rhyming Dictionary and Poets' Handbook. Burges Johnson. New York: Harper & Brothers. 1931. 455 pp.

This work is divided into two sections: Part I analyzes the basic techniques of poetry. It discusses the basic forms of both English and French verse and describes the various kinds of meters and types of poems. Part II consists of a rhyming dictionary divided into three parts—listing one-, two-, and three-syllable rhymes, arranged alphabetically by their initial vowel sounds.

Rhyming Dictionary of the English Language. John Walker. Rev. and enl. ed. New York: E. P. Dutton & Co., Inc. 1924. 549 pp.

This is but one of several fairly recent editions of a British work first compiled in 1775 and revised by different people from time to time since then. The distinguishing element of this rhyming dictionary is its method of organization. Walker arranged his rhymes in alphabetical order according to the final vowel sounds. That is, he began with words ending in "-ba" and progressed through the alphabet to words ending in "-uzz." He also gave a basic definition of each word. This edition includes entries of over 50,000 words and proper names. There is also an index of "allowable rhymes," listing all the possible rhymes in English according to combinations of vowels and consonants.

Wood's Unabridged Rhyming Dictionary. Clement Wood. Cleveland: The World Publishing Company. 1943. 1040 pp.

This dictionary lists words by single, double, or triple rhymes, grouped under their con-

sonantal openings and under their vowel sounds. The arrangement is by actual sound rather than spelling, and pronunciations are indicated. Mosaic rhymes are also included. An introduction discusses the rudiments of poetry writing; it also treats the various types of poetry and the mechanics of prosody. A final section deals with "versification, self-taught."

CROSSWORD-PUZZLE DICTIONARIES

There are a fair number of these special guides for crossword-puzzle addicts. A short section of some help to puzzle fans appears in *Information Please Almanac* [6·2]. The following are among the best in print:

Crossword Puzzle Dictionary. Andrew Swanfeldt. 2d ed. New York: Thomas Y. Crowell Company. 1944. 568 pp.

This is one of the largest and most complete of this type of word book. It contains about 53,000 entries arranged in alphabetical order, with some 200,000 equivalents listed under these headings. According to the publishers, the author based his listings on studies of actual puzzles. Under each heading he lists possible meanings in alphabetical order. In addition to the standard headings, many guide words are listed to clarify variations in meaning.

The Perma Cross Word Puzzle and Word Game Dictionary. Frank Eaton Newton. New York: Permabooks. 1955. 191 pp.

This book is a revised version of a work by the same author published in 1942 under the title *The New Practical Dictionary for Cross Word Puzzles*, which is still published under that title by Garden City Books, Garden City, N.Y. This work is arranged in alphabetical order under the headings of words likely to be given as definitions. Under each are one or more words equivalent in meaning. The dictionary emphasizes difficult words.

PRONOUNCING DICTIONARIES

Though nearly all general dictionaries indicate the proper pronunciations of the words they list, as well as frequently giving variant pronunciations, many people have found these sources inadequate. The traditional lexicographer is primarily interested in meanings and usage of words; his interest

in pronunciation is secondary. Most of his research is in the written language. He has had few facilities for studying the spoken language and frequently has accepted the speech of his own region and social group as standard without taking into full account regional variations. Thus, until recently, New England pronunciation tended to be given first preference in many U.S. dictionaries, though many philologists now contend that the "purest" American English is spoken in the Midwest. Thus those works that have concentrated on pronunciation rather than meaning of words fill a genuine need. Among the most useful of these works are the following:

The American Pronouncing Dictionary of Troublesome Words. Frank O. Colby. New York: Thomas Y. Crowell Company. 1950. 399 pp.

This book lists about 10,000 words selected because they are commonly mispronounced. While giving the standard pronunciation of each word, it also lists the common mispronunciations and states its reasons for selecting the standard it indicates. Pronunciations are given through the use of ordinary letters rather than a phonetic alphabet, a great help to the average user.

An English Pronouncing Dictionary on Phonetic Principles. Daniel Jones. 11th ed., rev. New York: E. P. Dutton & Co., Inc. 1956. 538 pp.

This frequently revised work lists over 56,000 words, including nearly 14,000 proper names, in alphabetical order, and indicates their accepted pronunciations in the International Phonetic Alphabet.

Manual of American English Pronunciation. Clifford H. Prator, Jr. Rev. ed. New York: Rinehart & Company, Inc. 1957. 173 pp.

A guide to the principles of pronunciation in the U.S., with lists of preferred pronunciations of basic and troublesome words.

A Manual of Pronunciation. Morriss H. Needleman. New York: Barnes & Noble, Inc. 1949. 323 pp.

This work lists more than 6000 hard-to-pronounce words and proper names in alphabetical order and gives in tabular form their pronunciation in simplified form, in phonetic

alphabet form, and in diacritical form. An introduction serves as a guide to the proper pronunciation of English. There is an index to subjects.

NBC Handbook of Pronunciation. James F. Bender. 2d ed., rev. New York: Thomas Y. Crowell Company. 1955. 381 pp.

This work, as its title indicates, was commissioned by NBC to serve as a guide to its announcers and commentators. In the enlarged second edition it lists the pronunciation of more than 15,000 difficult words and proper names likely to be encountered by broadcasters in their work. It gives pronunciation both in a simplified form and by the standard phonetic alphabet. There is heavy emphasis on foreign geographic and personal names.

A Pronouncing Dictionary of American English. John Samuel Kenyon and Thomas Albert Knott, eds. 2d ed. Springfield, Mass.: G. & C. Merriam Company. 1949. 484 pp.

This dictionary is less a guide to "standard" pronunciation than it is to American regional speech. It indicates the pronunciations of educated Americans of various sections of the country, using the phonetic alphabet to do so. Besides ordinary words, it also lists many personal and place names, as well as literary and historical names likely to be encountered by college students.

World Words; Recommended Pronunciations. W. Cabell Greet. 2d ed., rev. and enl. New York: Columbia University Press. 1948. 608 pp.

This work, no longer in print, lists words and names of all kinds that persons are likely to encounter in the news, irrespective of nationality or locality. Pronunciations are given in simplified form and in the phonetic alphabet. Emphasis is on names.

LISTS OF ABBREVIATIONS

Lists of standard abbreviations are to be found in almost all general dictionaries. They may appear in a separate section or be integrated in the main alphabet of the work. Lists of varying length and complexity appear in most encyclopedias, in the forematter or—more commonly—under the heading "Abbreviations" in the main body of the work. Lists of special abbreviations in particular fields also can be frequently

found in specialized reference works of all types, particularly those that deal with scientific and technical subjects; a number of such sources are indicated in later sections of this book. The following works deal specifically with abbreviations of many types.

The Complete Dictionary of Abbreviations.

Robert J. Schwartz. New York: Thomas Y. Crowell Company. 1955. 211 pp.

The adjective in this work's title is not an exaggeration, since the book contains in one alphabet approximately 25,000 abbreviations used in every field, including business, law, science, education, music, geography, the armed forces, U.S. and foreign governments, religion, organizations, publishing, shipping, medicine, etc. Special features include the abbreviations for company names used in stock-market quotations, abbreviations of names of colleges and universities, Latin abbreviations used in various branches of science. A list of signs and symbols appears in an appendix.

Current Abbreviations. George Earle Shankle. New York: The H. W. Wilson Company. 1944. 207 pp.

This work, according to its author, is based on a study of current publications. It lists in alphabetical order the abbreviations of about 15,000 different words and names, including government bureaus, organizations, college degrees, and common terms in music, science, technology, and other special fields. In specialized subjects it emphasizes the common terms and does not include those of little interest to the layman. There is only the single list with no index to the terms abbreviated.

A Dictionary of Abbreviations. Eric Partridge.

3d ed., rev. and enl. London: George Allen & Unwin, Ltd. 1949. 114 pp.

This work emphasizes abbreviations currently in use in Great Britain, with special attention paid to governmental agencies and World War II special usages. There are, however, some specifically American abbreviations. Arrangement is in alphabetical order by the abbreviations themselves.

Dictionary of Abbreviations. Herbert John Stephenson. New York: The Macmillan Company. 1943. 126 pp.

This work is divided into several parts. The first 106 pages list over 7500 general ab-

breviations in alphabetical order according to the abbreviation. In addition, there are special lists of abbreviations of Bible books and versions; Shakespearean works; legal literature; Christian names; geographical place names; months and days; the main U.S. railways; chemical symbols; foreign moneys; and U.S. Federal agencies.

A Dictionary of Abbreviations, comprising all standard forms in commercial, social, legal, political, naval and military, and general use. Cecily C. Matthews, ed. London: Routledge and Kegan Paul, Ltd. 1947. 232 pp.

This is an essentially British listing of common and uncommon abbreviations of all types in all fields. There are special appendixes of scientific and technical abbreviations. The general ones are given in alphabetical order.

Dictionary of Abbreviations & Symbols. Edward Frank Allen. London: Cassell & Co., Ltd. 224 pp.

This work is also basically British in approach, though American abbreviations are not wholly neglected. It covers about the same field as the previously listed books, but in addition covers the use of symbols in a very complete form.

Scientific and Technical Abbreviations, Signs and Symbols [16-394], though most useful for its signs and symbols, includes numerous scientific and technical abbreviations, arranged by general subject field. Listings are primarily by the word abbreviated rather than the abbreviation and there is no index to abbreviations themselves.

MISCELLANEOUS WORD BOOKS

The following works serve unique functions.

The Complete Word Hunter. John T. Gause, ed. New York: Thomas Y. Crowell Company. 1955. 512 pp.

This book is designed to serve some of the functions of both a thesaurus and a dictionary. That is, it aims to help you find particular words you are seeking and to define their meanings. It is divided into some hundred-odd different sections according to general fields of meaning listing important words in each field with their meanings, their synonyms, and particular shades of meaning. In addition,

there is considerable discussion of proper usage of different terms from a syntactical point of view.

Concise Dictionary of American Grammar and Usage. Robert C. Whitford and James R. Foster. New York: Philosophical Library, Inc. 1955. 168 pp.

This is a one-of-a-kind work that combines some of the elements of a dictionary with those of a guide to grammar. There are in one alphabet both definitions of words about which there is some question as to proper usage and definitions and discussions of points of grammar, rhetoric, and syntax. Definitions of words are limited primarily to new words with indications as to their level of usage.

Dictionary of Foreign Words and Phrases. Maxim Newmark. New York: Philosophical Library, Inc. 1950. 245 pp.

This work lists in alphabetical order about 12,000 words and phrases from foreign languages encountered in fairly common English usage. The chief languages from which they come are Latin, Greek, French, Italian, Spanish, German, Russian, and Hebrew. Each item is briefly defined and the language of its origin given. There is no other etymological data. In addition, there is a supplement of Greek terms written in the Greek alphabet, defined, with the source of the quotation given when it is known.

Dictionary of Forgotten Words. Joseph T. Shipley. New York: Philosophical Library, Inc. 1954.

This work lists in alphabetical order selected words no longer encountered in modern English as well as former meanings of words still commonly used. According to the author, the list is based on words the student is likely to find in English authors from the eighth to the nineteenth centuries. In defining the words, the author frequently refers to specific literary works as well as relating words to events in English history or English ways of living in different periods. He particularly emphasizes words that have no useful counterparts in modern English and might well be revived.

Dictionary of New Words. Mary Reifer. New York: Philosophical Library, Inc. 1955. 234 pp.

An alphabetical listing of the new words of the last several decades with their meanings and some information on their origins. A British work, emphasis lies on British usage.

A Dictionary of New Words in English. Paul C. Berg. New York: Thomas Y. Crowell Company. 1953. 176 pp.

This book lists in alphabetical order several thousand words that have come into common usage, especially in the U.S., since about the time of World War I. All types of words and expressions are included, but rather naturally emphasis lies on slang and colloquialisms and on scientific and technical terminology.

Phrase Finder. Jerome I. Rodale. Emmaus, Pa.: Rodale Press. 1953. 1325 pp. (Also published as *Word Finder* by Garden City Books, Garden City, N.Y.)

This work was developed piecemeal over a period of years as a glossary of special words and phrases to aid writers in selecting colorful and strong phrases to express special ideas. In its final form it is arranged in three sections. There is a "name-word finder," a "metaphor finder," and a list of "sophisticated synonyms." As such, the book serves in some respects the purposes of both a dictionary and a thesaurus. It is arranged so as to give verbs, adjectives, and adverbs of similar meaning.

The Teacher's Word Book of 30,000 Words. Edward L. Thorndike and Irving Lorge, eds. New York: Bureau of Publications, Teachers College, Columbia University. 1944. 276 pp.

A list of roughly 30,000 words included on the basis of their frequency of use in contemporary English. The listing is based on four counts: the Thorndike general count of 1931, listing the most common 20,000 words found in general literature; the Lorge magazine count; the Thorndike count of juvenile literature; and the Lorge-Thorndike semantic count. Teachers and writers will find it most useful for its indication of the grade placement of words.

7·3

Foreign-language Dictionaries

The field of foreign-language dictionaries is so vast and complex that I cannot begin to cover it thoroughly in this book. Several

publications make an attempt to cover all or part of the field. Among the recent ones are *Foreign Language-English Dictionaries*,

a Library of Congress publication in two volumes that appeared in 1955. Vol. 1 covers special subject dictionaries with emphasis on science and technology; Vol. 2 treats general language dictionaries. UNESCO published in 1953 a *Bibliography of Interlingual Scientific and Technical Dictionaries* that includes bilingual dictionaries including both English and other languages. The Hafner Publishing Company of New York published in 1955 a 208-page book by Robert L. Collison called *Dictionaries of Foreign Languages*. This is a bibliography of more than 1400 dictionaries covering 255 languages and dialects with details of each publication, and historical data and explanatory notes. The index includes authors, subjects, and languages.

There are three primary types of foreign-language dictionaries of use to the student and researcher: There are of course dictionaries of all major languages and many minor ones written entirely in the one language they treat, similar in format and purpose to the various English-language abridged and unabridged dictionaries. Their use is limited to persons who know the foreign tongue so well that they can use it with little aid from a bilingual dictionary. For the reasonably bilingual person such dictionaries are of greater help than the translating dictionaries, for they pay more attention to idiom and to special nuances and refinement of language than do the foreign-language-English works. In addition, just as *Webster's* contains much information of a semiencyclopediaic nature for the English-speaking user, so do the better unabridged dictionaries of French, German, Italian, and the like, provide considerable background information frequently of great value. Even the person who does not know a language well may find such publications useful as sources for hard-to-find facts about a foreign country. It should be also noted that a number of foreign-language unabridged dictionaries tend to include even more encyclopedic information, such as biographical and geographical data, than do the majority of their English-language counterparts.

The second type of foreign-language dic-

tionary is the English-foreign-language, foreign-language-English work, of use primarily to the student of a language not too well versed in the tongue. These dictionaries vary widely in quality, scope, and point of view. The smaller works tend only to give literal equivalents of words, paying little attention to idiom or to refinements of usage. They frequently limit their vocabularies to the most commonly used phrases of everyday life and include few scientific or technical phrases and few or no slang expressions or colloquialisms. Generally speaking, the larger the dictionary, the more idiom, the more slang, the more special terminology it covers. The point of view of most such dictionaries varies according to the purpose for which they were intended. Naturally, the work designed for the English-speaking student emphasizes the translation *into* the foreign tongue, while that designed for the foreign student emphasizes translation into English. American students of some of the more obscure languages are often handicapped by the fact that the only dictionaries of such languages have been compiled in England and thus emphasize British usage.

The third type of dictionary is the "one-way" work that translates only from English to a foreign language or vice versa. Such dictionaries are relatively few and are limited largely to the less frequently studied languages, particularly those written in a different script.

In addition to these works, English-foreign-language glossaries of different types appear in many other sources. Many guidebooks, for example, contain lists of words and phrases useful for the tourist. Many textbooks of foreign-language study include one-way or two-way glossaries of varying lengths. Editions of foreign-language literary works designed for study in schools usually carry vocabularies of the more difficult words included in these works. Though limited by the vocabularies of the works and almost always only one-way in nature, that is, foreign-language-English, they may serve as the equivalent of a dictionary when no other source is available.

Selection of a foreign-language dictionary

for frequent or continuous use is a matter almost as personal as picking out a pair of shoes. The dictionary should fit as closely as possible your particular needs and wants and your knowledge or lack of knowledge of the foreign tongue. I have studied four languages formally in school; I have studied four more while living in countries where they were spoken. In addition, I have had to use dictionaries of languages with which I was not familiar in the course of my work. I have found that I needed a rather radically different kind of dictionary in each case.

If your interest in a language is primarily in speaking it, you should consider a number of points. You will want first of all a dictionary that emphasizes idiom, colloquialisms, and the simple words and phrases of everyday existence. I once had a French dictionary that was a fine help in reading Balzac but was little use to me in Paris because it failed to include such words as "toothpaste" and "can opener." If, however, your knowledge of the language has progressed beyond the kitchen level, you will want a dictionary that is more than a phrase book to help you talk intelligently on abstract subjects. If you're dealing with a highly inflected language and your command of irregular verbs is shaky, you will appreciate a dictionary that gives you the various forms of inflected words. And if you're traveling about a great deal, you'll appreciate a dictionary small enough to carry in your pocket or handbag.

If your language needs are specialized, you should be able to find a dictionary designed for your special purposes. There are dictionaries for men engaged in foreign trade that contain various commercial terms. There are a number of dictionaries, some in three or four languages, for the scientist or technician who must read foreign scholarly journals. If your primary interest is in reading the classics of a foreign literature, you will find dictionaries, even fairly small ones, that include archaic or less commonly used words.

Whatever your needs, study carefully any dictionary you propose to buy. Having defined your needs, test the dictionary

thoroughly against your wants. Personal testing is essential; the recommendation of an expert is of use only if he is fully aware of your requirements and your limitations. Because I advise personal testing, I have made few comments on the various dictionaries I am listing below. Most of those I list are available in larger public libraries and many university collections. I have listed also a few that may not be so readily accessible because they belong to a one-of-a-kind category.

POLYGLOT

Britannica World Language Edition of Funk & Wagnalls New Practical Standard Dictionary of the English Language. Charles Earle Funk, ed. of Funk & Wagnalls section; John V. Dodge, mng. ed. of Britannica section. 2d ed. Chicago: Encyclopaedia Britannica. 1955. 2 vols.

The first section of this work consists of the *Funk & Wagnalls New Practical Standard Dictionary*, based on the work discussed in the first section of this chapter. The final 538 pages of Vol. II constitute the polyglot dictionary. This is made up of several parts: First, there is a list of 6400 common English words with their equivalents arranged in parallel columns, in French, German, Italian, Spanish, Swedish, and Yiddish. Only a basic translation is given; no idioms, conjugations, declensions, etc., are included. There are supplementary lists of alphabets, numbers, names of days and months, and common first names.

In succeeding sections, words from each of the six foreign languages are listed alphabetically and their pronunciations and English equivalents given. In addition, there are a number of common phrases useful to the traveler, as well as a condensed outline of the structure of each foreign language.

Dictionary of Foreign Words and Phrases. Maxim Newmark, ed. London: Thames & Hudson, Ltd. 1950. 245 pp.

An alphabetically arranged work "compiled from English sources and containing foreign words, phrases, mottoes, proverbs, place names, titles, allusions and abbreviations, from the Latin, Greek, French, Italian, Spanish, German, Russian, Hebrew, and other foreign languages, together with English equivalents

and definitions and a supplement in Greek orthography."

Dictionary of Science and Technology in English-French-German-Spanish. Maxim Newmark, ed. New York: Philosophical Library, Inc. 1943. 386 pp.

A compilation of roughly 10,000 current terms in English used in the theoretical and applied physical sciences with their equivalents in French, German, and Spanish. There are indexes also from those languages. There are also a brief bibliography, a table of technical abbreviations, and a table converting English weights and measures into their metric equivalents.

Dictionnaire polyglotte des termes médicaux. Alexandre L. Clairville, ed. Paris: S.I.P.-U.C.O. 1950. 1150 pp.

This work, to which later supplements have been or will be added, lists in French the vast majority of modern medical terms, giving in the master volume their equivalents in English, German, and Latin. Each item is numbered, and separate indexes in the various second languages refer to the French section of the book. A Spanish supplement to the work appeared in 1952 and additional supplements in Portuguese, Arabic, and Italian were announced as in progress.

The Duden Pictorial Encyclopedia. New York: Frederick Ungar Publishing Co. 1943. 2588 pp.

This work was evolved in Germany. It consists of a series of drawings of a variety of subjects in all fields, with objects and situations in these drawings keyed to lists of words and phrases in five different languages—English, French, German, Italian, and Spanish. The pictures tend to make the words self-explanatory. There is an index to each group in each language. About 30,000 words in each language appear in the indexes.

Elsevier's Dictionary of Cinema, Sound and Music. W. E. Clason. Princeton, N.J.: D. Van Nostrand Company, Inc. 1956.

An alphabetically arranged dictionary of English terms used in motion pictures, sound reproduction, and music, with their equivalents in French, Spanish, Italian, Dutch, and German. Both English and American usage are covered. The terms in the five foreign

languages are listed in separate indexes referring to their English equivalents.

English-French-German Technical and Commercial Dictionary. R. A. Langford and R. W. Aeberhard. New York: Chemical Publishing Company, Inc. 1952. 1040 pp.

An alphabetical listing in all three languages, giving equivalents in each of about 20,000 terms used in all phases of technology and manufacturing as well as in finance, banking, wholesale and retail trade, business administration, and commercial law.

Hoyer-Kreuter Technological Dictionary. New York: Frederick Ungar Publishing Co. 3 vols.

A German-English-French lexicon covering terms used in all phases of technology, manufacturing, engineering, agriculture and forestry, food processing, patents, commercial law, and general business. Each volume lists the terms alphabetically in one of the three languages, giving equivalents in the other two.

International Business Dictionary. Frank Gaynor. New York: Philosophical Library, Inc. 1954.

A cross-indexed dictionary giving words, terms, and phrases used in commercial correspondence in English, Spanish, French, German, and Italian.

Liberal Arts Dictionary. Mario Pei and Frank Gaynor, eds. New York: Philosophical Library, Inc. 1952. 307 pp.

This work is designed to help the reader of specialized cultural works in foreign languages, particularly in artistic, literary, and philosophical fields, to find the specialized meanings of words in French, German, and Spanish. The words are arranged alphabetically in English with indexes to the various items listed in each of the three foreign tongues.

Medizin'sches Wörterbuch. Medical Dictionary. Dictionnaire médical. E. Veillon. Bern: Verlag Hans Huber. 1950. 1407 pp.

This is a three-way dictionary, eliminating the need for an index. Three sections appear, listing major medical terms in first German, then English, then French, followed by their equivalents in the other two languages.

AFRIKAANS

Tweetalige Woordeboek. Daniel Brink Bosman and I. W. v. d. Merwe. Capetown: Nasionale Pers, Beperk. 1931-1936. 2 vols.

A 625-page first volume is in English-Afrikaans; an 865-page second volume is in Afrikaans-English.

Woordeboek van die Afrikaanse Taal. Pretoria: Die Staatsdrukker. 1950- .

This multivolume work is still in process of preparation under government sponsorship. Various scholars and scholarly associations are taking part in its making; however, it is weak in the etymological background one might expect in such a dictionary.

ALBANIAN

Albanian-English and English-Albanian Dictionary. Nelo Drizari. 2d ed. New York: Frederick Ungar Publishing Co. 1957. 326 pp.

The enlarged second edition includes a new-word supplement.

ARABIC

Arabic and English Dictionary. J. Wortabet and H. Porter. New York: Frederick Ungar Publishing Co. 880 pp.

The basic portions of this Arabic-English, English-Arabic dictionary constitute a work that was long out of print. To supplement it, there is a section of modern words and new meanings prepared by John L. Mish, chief of the Oriental Division of the New York Public Library.

Modern Dictionary: Arabic-English. A. Elias. 6th ed., rev. and enl. London: Luzac & Company, Ltd. 1953. 3835 pp.

This is the largest modern Arabic-English dictionary available.

Pocket Dictionary: Arabic-English. A. Elias. London: Luzac & Company, Ltd. 1950. 553 pp.

This is an abridged version of an earlier edition of the above work.

BENGALI

Beginner's Bengali-English Dictionary. S. C. Mitra. 9th ed. London: Luzac & Company, Ltd. 1364 pp.

Student's Concise Anglo-Bengali Dictionary. London: Luzac & Company, Ltd. 1951. 1598 pp.

These two books together are the best modern source on Bengali. Emphasis is on idioms and modern everyday terms. The second source writes Bengali only in its own script.

BULGARIAN

Bulgarian-English Dictionary. R. Russev. New York: Frederick Ungar Publishing Co. 1947. 235 pp.

This is the only fairly recent dictionary in this language; unfortunately, it is only one-way. It has about 20,000 entries.

BURMESE

Burmese-English Dictionary. J. A. Stewart and others. London: Luzac & Company, Ltd. 1940- .

Preparation of this multivolume work was halted by World War II, but publication of succeeding volumes proceeded again in 1950. A highly scholarly work, with considerable etymological data, it is drawn from Burmese literature, both classical and modern. Vol. II, which got through page 120, reached "Atavika" in the alphabet.

CHINESE

Chinese-English Dictionary. R. H. Mathews. New York: Frederick Ungar Publishing Co. 1947. 2 vols.

Vol. I of this work includes the majority of common Chinese words in its 1226 pages. Vol. II, of 186 pages, is an English index to Vol. I.

A Concise English-Chinese Dictionary. Shau Wing Chan. 2d ed. Stanford: Stanford University Press. 1955. 433 pp.

Entries are in English, alphabetically arranged, about 7500 in all. After each English word are given the Chinese characters, according to the various English parts of speech with pronunciations given in the Wade-Giles system of romanization. The tones of each word are given, including the neutral tone, a unique feature of this dictionary. The second edition adds a number of words, and includes a list of errata.

Practical Chinese: including a topical dictionary of 5,000 everyday terms. H. S. Aldrich. London: Luzac & Company, Ltd. 1942. 2 vols.; 538 pp.

The American edition of this work contains a foreword by former U.S. Ambassador to China Nelson Johnson. This is a very practical dictionary for the student of spoken Chinese.

CHINOOK

Chinook: A History and Dictionary. Edward Harper Thomas. Portland, Ore.: Binfords & Mort Publishers. 1935. 186 pp.

Included in this work is a glossary of the basic words in the Chinook jargon used by the early settlers of the Pacific Northwest.

CROATIAN

Croatian-English, English-Croatian Dictionary. Milan Drvodelic, ed. New York: Frederick Ungar Publishing Co. 1954. 2 vols.; 1915 pp.

This is the only available work in Croatian.

CZECH

Czech-English, English-Czech Dictionary. Jindrich Prohazka, ed. New rev. ed. New York: Frederick Ungar Publishing Co. 1952. 1024 pp.

This dictionary particularly emphasizes idiomatic phrases and commercial terms. Artia, Prague, advertised in 1955 a new 15th edition of this work covering 1113 pages.

DANISH

Dansk-Engelsk Ordbog. Hermann Vinterberg and C. A. Bodelsen, eds. Copenhagen: Gyndendalske Boghandel, Nordisk Forlag. 1955-1956. 2 vols.

This new Danish-English dictionary is the largest of its kind and is based on some 25 years' study. It includes about 200,000 main entries with over 135,000 subentries, giving English translations.

McKay's Modern Danish-English and English-Danish Dictionary. J. Magnussen and others, eds. New York: David McKay Company, Inc. 1955. 882 pp.

McKay also publishes a Danish-English work of 768 pages in its "New Pronouncing Dictionaries" series.

Ordbog over det danske Sprog. Founded by Verner Dahlerup. Copenhagen: Gyndendalske Boghandel, Nordisk Forlag. 1919-. 28 vols.

This comprehensive dictionary of the Danish language is comparable in scope to the *Oxford English Dictionary*. Vol. 27 appeared in 1954 and completed the actual dictionary. The final volume, scheduled to appear about two years later, was to include a list of abbreviations and a complete bibliography of sources used in preparing the dictionary. The work includes quotations from Danish literature from about 1700, illustrating the etymological study of the language. Copies are to be found in many American university libraries.

DUTCH

Cassell's English-Dutch, Dutch-English Dictionary. F. P. H. Prick van Wely. London: Cassell and Co., Ltd. 1951. 1376 pp.

Though designed for British students, the Cassell dictionaries have long enjoyed wide popularity in the U.S. because of their thoroughness, clarity of definition, and emphasis on idiom. This Dutch dictionary contains about 44,000 words in each section. There is a table of pronunciation.

Dutch-English, English-Dutch Dictionary. Prick-Kramers-Engels, ed. 19th ed. New York: Frederick Ungar Publishing Co. 1948. 1238 pp.

This dictionary is similar to the Cassell work in scope.

Dutch-English and English-Dutch Dictionary. F. G. Renier. New York: Dover Publications, Inc. 1952. 571 pp.

This is a less expensive pocket dictionary.

McKay's Modern Dutch-English and English-Dutch Dictionary. F. P. H. Prick van Wely, ed. New York: David McKay & Company, Inc. 1953. 666 pp.

FINNISH

Finnish-English, English-Finnish Dictionary. A. Wuolle, ed. 4th ed. New York: Frederick Ungar Publishing Co. 1952. 2 vols.: 1001 pp.

This is the only modern American dictionary of Finnish.

FRENCH

Berlitz Basic French Dictionary. Staff of the Berlitz Schools of Language, eds. New York: Grosset & Dunlap, Inc. 1957. 285 pp.

A brief pocket dictionary, especially useful for the beginning student or the traveler, giving the French-English and English-French equivalents for some 9000 common words and phrases.

Cassell's French-English, English-French Dictionary. E. A. Baker, ed. Rev. ed. London: Cassell and Co., Ltd. 1951. 1284 pp.

This postwar edition of a standard work was revised by Professor J. L. Manchon and Count Alfred de Curzon with an eye toward inclusion of both American and British usage as well as many new scientific and technical terms. Like other Cassell dictionaries, this work excels in explaining idiomatic usages. There are appendixes of lists of proper names, French coins, and weights and measures.

Dictionnaire alphabétique et analogique de la langue française, les mots et les associations d'idées. Paul Robert. Paris: Presses Universitaires de France. 1951-1957. 4 vols: about 4360 pp.

This is the most recent scholarly dictionary of the French language. It contains entries on all words accepted by the French Academy, the chief scientific and technical terms, colloquialisms sanctified by usage, and archaic words occurring in classical French literature. Pronunciations and etymologies are traced and illustrated by examples of literature, proverbs, and the like. Thesaurus-type information on principal words is also given, including synonyms, antonyms, homonyms, and derived words.

English-French and French-English Technical Dictionary. Francis Cusset, ed. New York: Chemical Publishing Company, Inc. 1946. 590 pp.

A two-way dictionary giving the equivalents in both languages of major terms used in chemistry, engineering, electricity, radio, and general technology.

French-English, English-French Dictionary. J. Guiraud. New York: Frederick Ungar Publishing Co. 1947. 2 vols.; 2187 and 1127 pp.

This is one of the major American French-English dictionaries.

French-English and English-French New Pronouncing Dictionary. New York: David McKay Company, Inc. 1364 pp.

This is the largest of the McKay French dictionaries. The firm publishes several others: one in the "Hugo Pocket Dictionaries" series of 622 pp.; in the "Handy Dictionaries" series of 526 pp.; an "English University Press Concise Dictionary" of 308 pp.; and in the "Everybody's Pocket Dictionaries" series of 192 pp. All are "two-way" dictionaries.

A French-English Dictionary for Chemists. Austin M. Patterson. 2d ed. New York: John Wiley & Sons, Inc. 1954. 476 pp.

This is an up-to-date version of a standard work first published in 1921.

A French-English and English-French Dictionary of Technical Terms and Phrases, used in civil, mechanical, electrical, and mining engineering, with a method of telegraphic coding. 2 vols. **A French-English and English-French Dictionary of Commercial and Financial Terms.** By J. O. Kettridge. London: Routledge and Kegan Paul, Ltd. 1949.

These works are well done and useful within the limits of their essentially British emphasis.

French-English Science Dictionary. Louis De Vries. 2d ed. New York: McGraw-Hill Book Company, Inc. 1951. 596 pp.

The main body of this work consists of about 43,000 entries on technical terms in the fields of the agricultural, physical, and biological sciences. In the second edition, the earlier text has not been revised, but a 50-page supplement of new terms, primarily in the field of aviation and physics, theoretical and applied, has been added to bring the work up to date.

The French Vest Pocket Dictionary. Francesca V. Langbaum and Robert A. Hall, Jr. New York: Random House, Inc. 1954. 320 pp.

This short dictionary contains about 30,000 French-English, English-French entries.

Larousse's French-English, English-French Dictionary. Marguerite-Marie Dubois and others, eds. New York: Pocket Books, Inc. 1955. 260 pp.

This is a paperback edition of the dictionary published by the Librairie Larousse. An

up-to-date standard dictionary, it gives pronunciations and has a fairly heavy coverage of idiomatic expressions.

Shorter French and English Dictionary. J. E. Mansion, ed. New York: Henry Holt & Company, Inc. 1949. 1625 pp.

This is an updated abridgment of Mansion's *Standard French and English Dictionary*, sized to the needs of the college student of French. It covers points of grammar, idiom, and punctuation. The revision added many new terms of science and technology as well as of economic life, arts, sports, and amusements.

GEORGIAN

Georgian-English Dictionary. E. Cherkisi. London: Luzac & Company, Ltd. 1951. 279 pp.

This is an analytical and etymological dictionary of the Georgian language explained in English. It covers about 16,000 words in the language, including words from both the ancient and the modern tongues.

GERMAN

Cassell's German-English, English-German Dictionary. Karl Breul. 10th ed. Rev. and enl. by J. Heron Lepper and Rudolph Kottenhahn. London: Cassell and Co., Ltd. 1954. 1526 pp.

This is a postwar revision of a standard Cassell dictionary. Revisions include thorough updating of meanings and usage, with special emphasis on the many changes made in German spellings since the first edition was published.

Deutsches Wörterbuch. Jacob Grimm and Wilhelm Grimm. Stuttgart (formerly Leipzig): Hirzel Verlag. 1854-. 16 vols.

Prior to the beginning of World War II, all volumes of this monumental work had been published but portions of some letters were incomplete. Inserts designed to complete these letters have been published from time to time since the war. This dictionary does for the German language what the *Oxford English Dictionary* accomplished for English, emphasizing not only meaning and usage but tracing the development of High German from about 1400.

English-German Technical and Engineering Dictionary. Louis DeVries. New York: McGraw-Hill Book Company, Inc. 1954. 997 pp.

A companion volume to the same author's *German-English Technical and Engineering Dictionary*, see below, covering the same field.

German-English and English-German Dictionary for Scientists, comprising chemistry, physics, mathematics, engineering, aeronautics, dynamics, biology, physiology, medicine, and other sciences. O. W. Leibiger and I. S. Leibiger. Ann Arbor, Mich.: J. W. Edwards, Publisher, Inc. 1950. 741 pp.

This is a particularly scholarly work, of special use to the student of the history of science, since it emphasizes obsolete terms though not neglecting the modern scientific vocabulary.

A German-English Dictionary for Chemists. Austin M. Patterson. 3d ed. New York: John Wiley & Sons, Inc. 1950. 541 pp.

This work covers a vocabulary of nearly 60,000 terms, both general and specialized, in the field of chemistry. It also includes many terms met in physics, biology, geology, and other sciences closely allied to chemistry.

German-English Dictionary of Technical, Scientific and General Terms. A. Webel. 3d ed. London: Routledge and Kegan Paul, Ltd. 1937. 887 pp.

This new edition includes an appendix of terms of recent origin.

German-English: English-German Dictionary. W. E. Collinson and Hanna Connell, eds. Baltimore: Penguin Books, Inc.

This paperback dictionary, of postwar vintage, has about 36,000 entries. There are notes on German pronunciation and grammar.

German-English, English-German Military Dictionary. Kurt Hilmar Eitzen. 4th ed. New York: Frederick A. Praeger, Inc. 1957. 549 pp.

A two-way dictionary of military terms in the two languages, with detailed lists of military abbreviations, military ranks, weights and measures, conversion tables, and other data. Also published under the title *The Military Eitzen*.

German-English Medical Dictionary. Louis DeVries. New York: McGraw-Hill Book Company, Inc. 1952. 586 pp.

This is a glossary of about 40,000 German medical terms with their English equivalents.

German-English Technical and Engineering Dictionary. Louis DeVries. New York: McGraw-Hill Book Company, Inc. 1950. 940 pp.

This is one of the most complete German-English dictionaries in the field of technology defining more than 125,000 words used in all phases of engineering and technology. It includes a valuable bibliography of sources that in effect constitutes a bibliography of German technical literature. A companion volume to *English-German Technical and Engineering Dictionary* (above).

German-English Technical Dictionary of aeronautics, rocketry, space navigation, atomic physics, higher mathematics, jet engines, turbines, hydraulics, petroleum industry, civil and mechanical engineering, ballistics, electronics, radio, radar, aerophotography, television, infrared research, communication, meteorology, topography, aeromedicine. Kurt I. Leidecker, ed. New York: S. F. Vanni. 1950. 2 vols.

The subtitle adequately covers this work's contents. It is based on post-World War II studies of German technical materials compiled by the U.S. Air Force.

Glossary of Aeronautical Definitions, English-German, German-English. Roderich Cescotti. New York: Frederick A. Praeger, Inc. 1957. 270 pp.

Definitions in both languages of common and uncommon technical terms in aeronautics and related fields.

An Historical Dictionary of German Figurative Usage. Keith Spalding. Oxford: Basil Blackwell. 1952-. 16 parts.

A work that is planned to list every word in the German language that has acquired a distinct figurative meaning, with an explanation of the origin of that meaning wherever possible. Publication is planned to cover a 10-year period. Each part includes 48 pages.

Langenscheidt's German-English and English-German Dictionary. E. Klatt. 10th ed. New York: Frederick Ungar Publishing Co. 1952. 1140 pp.

This is the American edition of the postwar revision of this famous Berlin German-English dictionary. Each vocabulary includes about 65,000 words, with pronunciations, idiomatic usage, and grammar fully dealt with. A paperback abridgment of this dictionary, giving simple definitions and pronunciations of about 30,000 words, appeared in 1952 in an edition published by Pocket Books, Inc., New York, 526 pp.

McKay's Modern German-English and English-German Dictionary. K. Wickmann. Rev. ed. New York: David McKay Company, Inc. 1953. 513 pp.

Other McKay German dictionaries include: a "Hugo Pocket Dictionary" edition of 622 pp.; a "New Pronouncing Dictionary" volume of 1770 pp.; one in the "Handy Dictionaries" series of 307 pp.; and an "Everybody's Pocket Dictionary" edition of 192 pp.

Muret-Sanders Encyclopedic Dictionary. New York: Frederick Ungar Publishing Co. 1942. 2 vols.; 2389 pp.

This is probably the most extensive German-English dictionary available in the United States. Besides definitions and pronunciations of common and uncommon words, it indicates inflection as well as derivation of many words. It includes an unusually large number of technical terms, slang, and colloquialisms.

Reclam's Dictionary German-English, English-German. Enl. and comp. rev. by Helmut Kissling. London: Faber and Faber, Ltd. 1954. 1176 pp.

This is a recent revision of a standard British work.

A Theological German Vocabulary. Walter M. Mosse, New York: The Macmillan Company. 1955.

This is a dictionary of the specialized vocabulary of German theological writings as well as of other more common German words found in such writings, all translated into English. A feature is parallel presentations of quotations from Luther's Bible and the Revised Standard Version.

GOTHIC

Vergleichendes Wörterbuch der Gotischen Sprache, mit Einschluss des Krimgotischen und sonstiger zerstreuter Überreste des Gotischen. Sigmund Feist. 3d ed., rev. and enl. Leiden: E. J. Brill, N.V. 1939. 710 pp.

This is a dictionary of the Gothic tongue written in German, with emphasis on the etymology of the language. This revision has added indexes of non-Gothic words mentioned in the course of tracing word developments.

GREEK

The Classic Greek Dictionary; Greek-English and English-Greek. Chicago: Follett Publishing Co. 1927. 1097 pp.

This is a dictionary of classical Greek with emphasis on the Greek-English section. The Greek alphabet alone is used; pronunciations are not given, but a multitude of distinctions in meanings are listed. The English-Greek section is essentially a glossary of brief definitions. There is an appendix of personal and geographic names.

Greek-English, English-Greek Dictionary. I. Kykkotis. New York: Frederick Ungar Publishing Co. 766 pp.

This dictionary of modern Greek appears in both a pocket and a large edition.

Greek-English Lexicon. Henry George Liddell and Robert Scott, eds. New ed., rev. and enl. by Henry Stuart Jones and others. Oxford: Clarendon Press. 1940. 2 vols.; 2160 pp.

This is a revision of a standard work first published in 1843 that is generally regarded as the best lexicon of essentially classical Greek.

HAWAIIAN

Introduction to the Hawaiian Language. Henry Judd, Pukui Judd, and Mary Kawena Judd, and John F. G. Stokes. Honolulu: Tongg Publishing Co. 1945. 314 pp.

This work contains Hawaiian-English and English-Hawaiian glossaries of about 5000 common words. Hawaiian pronunciations are given.

HEBREW

Hebrew-English, English-Hebrew Dictionary. A. S. Waldstein, ed. New York: Frederick Ungar Publishing Co. 1080 pp.

This is an American edition of an Israeli work, frequently revised and brought up to date, that is perhaps the best short dictionary of modern Hebrew. A pocket edition of 344 pages is also published by the same firm.

Hebrew-English Dictionary. R. Grossman and M. H. Segal. New York: Frederick Ungar Publishing Co. 1952. 423 pp.

This work gives a complete coverage of Hebrew from biblical, through mishnaic and medieval times, to the modern language of Israel. An edition of this work along with an English-Hebrew dictionary was published by Dvir, Tel Aviv, in 1947.

HINDI

Bhargava's Standard Illustrated Dictionary of the English Language. R. C. Pathak, ed. London: Luzac & Company, Ltd. 1953. 1340 pp.

This is a dictionary of English translated into Hindi, including pronunciations in Hindi.

HUNGARIAN

Hungarian-English, English-Hungarian Dictionary. Szladits-Szemzo. New York: Frederick Ungar Publishing Co. 398 pp.

This is a brief glossary of Hungarian-English. It includes special terms used in law and commerce.

ICELANDIC

Icelandic-English and English-Icelandic Dictionary. Geir T. Zoëga. Reykjavik: Bókaverzlum Sigurðar Kristjánssonar. 1922 (Vol. I), 1932 (Vol. II). 2 vols.; 1342 pp.

This is a standard dictionary of modern Icelandic.

Isländisches etymologisches Wörterbuch. Alexander Jóhannesson, ed. Bern: A. Francke AG. Verlag. 1951-1956(?). 8 pts.; about 1280 pp.

This work, in German, represents the results of a 20-year study of the origin and development of the Icelandic language from the ninth century on. It includes studies of ancient literature and lists mythological names as well as other proper names. This is a valuable ethnological as well as etymological source book.

INDO-GERMANIC

Indogermanisches etymologisches Wörterbuch. Julius Pokorny. Bern: A. Francke AG. Verlag. 1949-1955. 11 pts.; about 1150 pp.

This is an alphabetically arranged etymological study, written in German, of the basic roots of the Indo-Germanic languages.

INTERLINGUA

Interlingua-English; a dictionary of the international language. International Auxiliary Language Association, eds. New York: Storm Publishers, Inc. 1951. 415 pp.

This is a dictionary of the relatively new proposed international language that has largely superseded Esperanto in popularity. It can be used in conjunction with *Interlingua: A Grammar of the International Language*, by Alexander Gode and Hugh E. Blair (New York: Storm Publishers, Inc. 1951).

INDONESIAN

Van Goor's Concise Indonesian Dictionary; English-Indonesian, Indonesian-English. A. L. N. Kramer. The Hague: G. B. van Goor Zonen's Uit.-Mij. 1952. 360 pp.

This is a short standard dictionary, giving basic equivalents of words in each language.

ITALIAN

An Italian and English Dictionary. Hjalmar Edgren, Giuseppe Bico, and John L. Gerig, eds. New York: Henry Holt and Company, Inc. 1901. 1028 pp.

This work contains both Italian-English and English-Italian sections. It gives pronunciations and brief etymologies.

Italian Dictionary. Alfred Hoare, ed. Cambridge: Cambridge University Press. 1925. 906 pp.

One of the best Italian-English dictionaries from the British point of view, an abridged version, *Short Italian Dictionary*, appeared in two volumes, 1923-1926.

Italian-English, English-Italian Dictionary. Lysle-Gualtieri, eds. New York: Frederick Ungar Publishing Co. 1950. 2 vols.; 2360 pp.

This dictionary, based on an Italian work, is one of the largest Italian-English dictionaries available in the United States.

Italian-English, English-Italian Dictionary. Lysle-Severino, eds. New York: Frederick Ungar Publishing Co. 1671 pp.

A shorter dictionary, this work has a supplement of commercial terms.

The Italian Vest Pocket Dictionary. Robert Anderson Hall, Jr. New York: Random House, Inc. 1956. 318 pp.

English-Italian and Italian-English equivalents for some 30,000 words and phrases.

McKay's Modern Italian-English and English-Italian Dictionary. John Purves, ed. New York: David McKay Company, Inc. 1954. 864 pp.

Other McKay Italian dictionaries include a 1090-page volume in the "New Pronouncing Dictionary" series; a 622-page "Hugo Pocket Dictionary"; a 425-page "Handy Dictionary"; and a 192-page "Everybody's Pocket Dictionary."

JAPANESE

Japanese-English-German Medical Dictionary. R. Takashima. Tokyo: Bunkodo. 1951. 256 pp.

This work is of use chiefly to Japanese-speaking persons.

Kenkyusha's New English-Japanese Dictionary on Bilingual Principles. Yoshisaburo Okakura, ed. Berkeley: University of California Press. 1945. 2516 pp.

This is a standard dictionary that became particularly popular in the United States during World War II. Another edition is published by Frederick Ungar Publishing Co., New York.

Kenkyusha's New Japanese-English Dictionary. Y. Takenobu, ed. Tokyo: Kenkyusha. 1949. 2334 pp.

This is a companion volume to the above.

KOREAN

New Life English-Korean Dictionary. Hyungki J. Lew. Seoul: New Life Press. 1946. 1139 pp.

New Life Korean-English Dictionary. Hyungki J. Lew. Washington: Educational Services. 1952. 866 pp.

These works are companion volumes. The American publication was out of print in 1955, but a reprint was expected shortly.

LATIN

Cassell's Latin-English, English-Latin Dictionary. Rev. by J. R. V. Marchant and J. F. Charles. 25th ed. London: Cassell and Company, Ltd. 1948. 944 pp.

This work is the standard Latin-English dictionary used in English schools at the middle level.

7.3 FOREIGN-LANGUAGE DICTIONARIES

An Elementary Latin Dictionary. Charlton T. Lewis. New York: American Book Company. 1029 pp.

This is a frequently reprinted Latin dictionary for school use. It includes an appendix of personal and place names.

Harper's Latin Dictionary. E. A. Andrews, ed.; rev. by Charlton T. Lewis and Charles Short. New York: American Book Company. 2033 pp.

This is a revision of a standard work popular in U.S. schools.

Latin-English, English-Latin Handy Dictionary. J. E. Wessely, ed. New York: David McKay Company, Inc. 1943. 425 pp.

This is a short and rather elementary Latin dictionary.

Smith's English-Latin Dictionary. Sir William Smith and Theophilus D. Hall. New York: American Book Company. 765 pp.

A reprint of a long-popular lexicon, this work includes a dictionary of proper names.

MAILU

Dictionary of the Mailu Language. P. A. Lanyon-Orin. London: Luzac & Company, Ltd. 1944. 72 pp.

This work is based on the researches of the Reverend W. J. V. Saville and Count D'Argigny.

MALAY

Dictionary of Colloquial Malay. Sir Richard O. Winstedt. Forest Hills, N.Y.: Transatlantic Arts Press. 1944. 175 pp.

This is a two-way Malay-English dictionary with emphasis on the spoken language.

A Dictionary of Standard Malay. Vernon E. Hendershot and William G. Shellabear. Mountain View, Calif.: Pacific Press Publishing Association. 1945. 235 pp.

This is a Malay-English dictionary only, but of somewhat larger scope than the previously cited work.

MAORI

Reeds' Concise Maori Dictionary. 3d ed. Wellington, N.Z.: A. H. and A. W. Reed, Ltd. 1951. 160 pp.

This is a two-way Maori-English dictionary designed specifically for use by New Zealanders.

Its Maori vocabulary includes about 6000 words with their meanings, including famous names in legend and history. There is a section of Maori proverbs translated into English. This book is of value to ethnologists of the area as well as to Maori-language students.

MIDDLE ENGLISH

Dictionary of Early English. Joseph T. Shipley. New York: Philosophical Library. 1955. 751 pp.

A listing of major words used in early and Middle English with definitions and their equivalents in modern English.

Middle English Dictionary. Hans Kurath, ed. Ann Arbor: University of Michigan Press. 1952-. About 65 pts.; about 8000 pp.

This important scholarly study of Middle English is based on research of thousands of writings in the language. The parts E-F were published initially, with the remainder to come in the order D, C, B, A, G-Z. A bibliography of sources is also included constituting an invaluable guide to Middle English literature.

NORWEGIAN

English-Norwegian Dictionary. T. Gleditsch. London: George Allen & Unwin, Ltd. 1950. 855 pp.

This is an English reprint of a dictionary compiled and long popular in Norway. It covers the modern written and spoken language.

McKay's Modern Norwegian-English and English-Norwegian Dictionary. B. Berulfsen and H. Scavenius. New York: David McKay Company, Inc. 1953. 692 pp.

This is a relatively brief Norwegian-English dictionary.

PALI

Concise Pali-English Dictionary. A. P. Buddhadatta Mahathera, ed. London: Luzac & Company, Ltd. 1949. 281 pp.

This one-way lexicon is written in the roman alphabet.

PENNSYLVANIA DUTCH

Pennsylvania Dutch Dictionary and Handbook, with special emphasis on the dialect that was, and is, spoken in York County, Pennsylvania. Edwin R. Danner, ed. York,

Pa.: William Penn Senior High School and Atreus Wanner Vocational School. 1951. 178 pp.

This is a useful guide to a distinctive American dialect.

PERSIAN

Colloquial English-Persian Dictionary. D. C. Phillott. London: Luzac & Company, Ltd. 1914. 361 pp.

This dictionary, written in the roman alphabet, contains an index of common English words with their meanings in modern Persian, including a considerable number of examples of usage.

POLISH

English-Polish and Polish-English Medical Dictionary. W. Tomaszewski. 2d ed. Baltimore: The Williams & Wilkins Company. 1953. 304 pp.

This work contains glossaries of common medical terms arranged alphabetically in both languages. Appendixes include lists of genetic and cytological terms, symbols, signs, and abbreviations, weights and measures, remarks on prescriptions, and surgical instruments.

Polish-English, English-Polish Dictionary. J. Stanislawski. New York: Frederick Ungar Publishing Co. 1946. 869 pp.

This is a relatively brief dictionary of written and spoken Polish.

Polish-English and English-Polish New Pronouncing Dictionary. New York: David McKay Company, Inc. 890 pp.

This is a standard dictionary of modern Polish.

PORTUGUESE

Dicionário da língua portuguesa, especialmente dos períodos medieval e clássico. Augusto Magne. Rio de Janeiro: Instituto Nacional do Livro. 1950- .

Publication of this monumental work began in 1950 with the appearance of the A-Af volume of 578 pages. This work indicates that it will trace the Portuguese language from its beginnings to present-day usages, giving etymological sources in profusion. Though emphasis is on early and classical Portuguese, modern terminology of all kinds is represented.

English-Portuguese Comprehensive Technical Dictionary. Lewis L. Sell. New York: McGraw-Hill Book Company, Inc. 1953. 1168 pp.

A listing of more than 500,000 English words and phrases used in all phases and fields of technology, with their Portuguese equivalents.

McKay's Modern Portuguese-English and English-Portuguese Dictionary. E. L. Richardson and others, New York: David McKay Company, Inc. 348 pp.

This is a brief dictionary of modern Portuguese.

Michaelis Portuguese Dictionaries: Portuguese and English. New York: Frederick Ungar Publishing Co. 2 vols.: 1529 pp.

This standard work was brought up to date in 1945 with supplements of new words in each volume. Vol. I is Portuguese-English; Vol. II is English-Portuguese. The newly adopted Brazilian-Portuguese orthography is discussed.

RUMANIAN

Roumanian-English Dictionary. Philip Axelrad. New York: David McKay Company, Inc. 1942. 568 pp.

This is a reprint of a dictionary first published in 1918.

Rumanian-English and English-Rumanian Dictionary. Marcel Schonkron. New York: Frederick Ungar Publishing Co. 1952. 765 pp.

A reprint of an older work, this edition contains a supplement of new words in the English-Rumanian section.

RUSSIAN

English-Russian Dictionary. V. K. Muller. New ed. New York: E. P. Dutton & Co., Inc. 1944. 2 vols.: 1598 pp.

Vol. I of this work is English-Russian; Vol. II is Russian-English. It includes in each vocabulary about 60,000 words of the spoken language. There are also brief rules of grammar.

Etymological Dictionary of the Russian Language. A. G. Preobrazhensky. New York: Columbia University Press. 1951. 1260 pp.

This work is written entirely in Russian except for a six-page English foreword. It is

a reprint of a study published in 1918, except for a small section first published in 1949 in Russia. Small sections of the work have been lost. It is a useful study of both the Russian language and Russian literature.

Russian-English, English-Russian Dictionary. Louis Segal. 3d ed. New York: Frederick Ungar Publishing Co. 2 vols.; 2163 pp.

This is an American edition of a work first published in Europe in the 1940s. Vol. I is Russian-English; Vol. II is English-Russian. It is a comprehensive dictionary of the modern Russian language written in the new orthography. It includes many of the new terms added by the Communists to the language.

Russian-English, English-Russian Pocket Dictionary. New York: David McKay Company, Inc. 1947. 657 pp.

This work is another in the popular "Hugo's Pocket Dictionaries" series.

New Russian-English and English-Russian Dictionary. M. A. O'Brien. New York: Dover Publications, Inc. 1944. 726 pp.

This is a reprint of a dictionary first published in Germany in 1930. It contains about 70,000 entries in all.

Russian-English Technical and Chemical Dictionary. Ludmilla Ignatiev Callahan. New York: John Wiley & Sons, Inc. 1947. 794 pp.

This is a comprehensive Russian-English lexicon of technical and scientific terms having about 80,000 entries.

SANSKRIT

Concise Sanskrit-English Dictionary. V. V. Bhide. London: Luzac & Company, Ltd. 1228 pp.

This is a reprint of a standard volume. It contains an appendix on Sanskrit prosody and a list of names in Sanskrit mythology.

SCOTTISH

Chambers's Scots Dictionary. Alexander War-rack, ed. Edinburgh: W. & R. Chambers, Ltd. About 800 pp.

This is an updated version of a dialectical dictionary first published in 1911. It includes words commonly used in Scottish from about the latter half of the seventeenth century to the present day.

A Dictionary of the Older Scottish Tongue. Sir William A. Craigie. Chicago: University of Chicago Press. 1931- . About 40 pts.; about 5000 pp.

This monumental work deals with Scottish words common in the dialects from the twelfth century to the end of the seventeenth. Part 16 appeared in 1955.

Scottish National Dictionary. William Grant and David Murison, eds. Aberdeen: Scottish National Dictionary Association. 1931- . About 10 vols.

This work is the broadest of the three listed, treating the Scottish dialect on both regional and historical principles. It purports to contain all Scottish words known to have been in use since about 1700. Treatment of each word listed is complete in the unabridged dictionary sense.

SERBO-CROAT

Serbo-Croat-English, English-Serbo-Croat Dictionary. John Palandech. New York: Frederick Ungar Publishing Co. 470 pp.

This is a concise lexicon of the two languages.

Serbo-Croat-English, English-Serbo-Croat Military Dictionary. New York: Frederick Ungar Publishing Co. 1952. 842 pp.

Though specially designed for military usage, this dictionary appears to have value for general use as well.

SLOVAK

Slovak-English Dictionary. J. J. Konus. New York: Frederick Ungar Publishing Co. 628 pp.

This is a concise one-way dictionary.

SLOVENE

Slovene-English Dictionary. Janko Kotnik. 2d ed., rev. and enl. Ljubljana: Drzavna Založba Slovenije. 1952. 679 pp.

This is a revised version of a Slovene-English dictionary of high caliber first published in 1945.

SPANISH

Appleton's New English-Spanish and Spanish-English Dictionary. Arturo Cuyas. 3d ed. New York: Appleton-Century-Crofts, Inc. 1940. 2 vols. in 1; 1135 pp.

This is one of the most popular of college-level Spanish dictionaries. According to its subtitle, it contains "more than six thousand modern words and twenty-five thousand acceptations, idioms and technical terms not found in any other similar work: with a pronouncing key and the fundamental tenses of irregular verbs."

Berlitz Basic Spanish Dictionary. Staff of the Berlitz Schools of Language, eds. New York: Grosset & Dunlap, Inc. 1957. 349 pp.

Spanish-English and English-Spanish dictionaries giving the equivalents in both languages of about 9000 basic words and phrases.

Diccionario crítico etimológico de la lengua castellana. Joan Corominas. Bern: A. Francke AG. Verlag. 1954-1957. 4 vols.

This work, written in Spanish, is essentially an etymological work, giving only brief definitions plus extensive comments on the history of words and the development of distinctive usages. There is an extensive bibliography. The author is a professor of Romance-language philology at the University of Chicago.

Dictionary of Business Terms, Spanish-English and English-Spanish. Louis A. Robb. New York: John Wiley & Sons, Inc. 1950. 219 pp.

This brief dictionary gives the equivalents in both languages of common and uncommon commercial terms and phrases.

Dictionary of Legal Terms: Spanish-English and English-Spanish. Louis A. Robb. New York: John Wiley & Sons, Inc. 1955. 228 pp.

A work similar to the above by the same author but specializing in legal terms in the two languages.

Engineers' Dictionary, Spanish-English, English-Spanish. Louis A. Robb. 2d ed. New York: John Wiley & Sons, Inc. 1949. 664 pp.

This dictionary is based on the Spanish in use in Latin America. It covers terms in use in civil, mechanical, and electrical engineering with their basic subdivisions, as well as major portions of the vocabularies in use in mining, shipbuilding, sugar milling, logging, and petroleum engineering.

English-Spanish Chemical and Medical Dictionary. SEE *Spanish-English Chemical and Medical Dictionary* below.

Spanish-English Comprehensive Technical Dictionary. Lewis L. Sell. New York: McGraw-Hill Book Company, Inc. 1956. 1706 pp.

The Spanish equivalents for more than 500,000 English terms used in all phases of technology and related fields. A companion volume to *English-Spanish Comprehensive Technical Dictionary* by the same author and publisher (1944; 1478 pp.).

Holt Spanish & English Dictionary. Edwin B. Williams. New York: Henry Holt and Company, Inc. 1955. 1226 pp.

This most recent of Spanish-English dictionaries claims to contain 10,000 more entries than any other one-volume work. It includes American-British usages and Spanish-Latin-American usages. There is but one alphabet for each language, containing proper names of all varieties, plus numerous idioms in both languages, technical and scientific terms, and slang expressions.

Laird & Lee's Vest-Pocket Standard Dictionary, English-Spanish, Spanish-English. F. M. de Rivas. Chicago: Albert Whitman & Company. 374 pp.

This is a reprint of a standard small work that gives pronunciations and includes some idioms.

McKay's Modern Spanish-English, English-Spanish Dictionary. Margaret H. Raventos. New York: David McKay Company, Inc. 1954.

Other McKay Spanish-English dictionaries include a 450-page volume in the "Handy Dictionary" series; and a 192-page volume in the "Everybody's Pocket Dictionaries" series; and a 622-page volume in the "Hugo Pocket Dictionary" series.

Spanish Dictionary. Carlos Castillo and Otto F. Bond, eds. Chicago: University of Chicago Press. 1948. 478 pp.

This Spanish-English, English-Spanish dictionary was compiled with the Thorndike and Lorge list of the 30,000 most common English words as a basis. The first 9000 words in each language are given with supplementary

words in each tongue for a total of about 30,000 entries in all. Each section carries a list of abbreviations with notes on pronunciation, grammar, and irregular verbs. Pronunciations are for the United States and Latin America. Pocket Books, Inc., New York, published a paperbound edition in 1950.

Spanish-English Chemical and Medical Dictionary. Morris Goldberg. New York: McGraw-Hill Book Company, Inc. 1952. 609 pp.

English-Spanish Chemical and Medical Dictionary. Morris Goldberg. New York: McGraw-Hill Book Company, Inc. 1947. 692 pp.

These two works are companion volumes. Their vocabularies include more than 40,000 specialized terms used in medicine in all its phases, biology, surgery, dentistry, veterinary science, chemistry, biochemistry, bacteriology, pharmacy, and allied sciences. Scientific equipment terminology is included in the coverage.

The Spanish Vest Pocket Dictionary. Donald F. Sola and Frederick B. Agard. New York: Random House, Inc. 1954. 320 pp.

This is a concise Spanish-English, English-Spanish dictionary with about 30,000 entries in all.

A Thesaurus of Spanish Idioms and Everyday Language. Lawrence K. Brown. New York: Frederick Ungar Publishing Co. 165 pp. 1945.

This brief lexicon lists the basic idioms used in Spain and Latin America. There are separate sections that classify idioms and colloquial expressions according to individual countries where they are used with examples of usage translated into English. There are also useful lists of commercial terms and phrases.

SWEDISH

Swedish-English, English-Swedish Dictionary. Vol. I: English-Swedish. Kaerre-Lindkvist-Nojd-Reden, eds. 2d ed. 1949. 1024 pp. Vol. II: Swedish-English. Walter E. Harlock. 2d ed. 1947. 1048 pp. New York: Frederick Ungar Publishing Co.

This is an American combined edition of two separate works prepared in Sweden.

SWISS DIALECTS

Glossaire des patois de la Suisse romande. L. Gauchat and others, eds. Bern: Glossaire Romand. 1924- .

The publishers of this work, written entirely in French, hope optimistically to complete it by the year 2000. Vol. II, published in 1954, took the dictionary through "byzion." The work treats terms in the dialect of the French cantons of Switzerland, giving pronunciations, meanings with examples of usage, and etymologies, plus information of a historical, technical, or folklorish nature.

Schweizerisches Idiotikon: Wörterbuch der Schweizerdeutschen Sprache. Friedrich Staub, Ludwig Tobler, and others, eds. Frauenfeld: Huber Co., AG. 1881- . 14 vols.(?).

This comprehensive etymological dictionary of the Swiss-German dialect was nearing completion in 1955.

TAMIL

Tamil-English Dictionary. V. Visvanatha Pillai. Rev. ed. London: Luzac & Company, Ltd. 1951. 706 pp.

This one-way dictionary includes an appendix of scientific and technical terms.

Tamil Lexicon. Madras: University of Madras. 1924-1936. 6 vols.

This is the most authoritative of Tamil-English dictionaries. It covers a vocabulary of more than 100,000 Tamil words, including many modern technical expressions and terms.

THAI

Thai-English Dictionary. George Bradley McFarland. Stanford: Stanford University Press. 1944. 1058 pp.

Entries in this work are written in Thai script; pronunciations, tones, and meanings are given in English. Extensive definitions include idiomatic usages as well as considerable information on Thai customs and history. Appendixes include a list of the thousand most common Thai words as well as lists of birds, fish, flora, shells, and snakes with Latin names and Thai equivalents, with an index to dictionary entries on them. There is an extensive bibliography keyed to references in the main body of the text.

TIBETAN

English-Tibetan Dictionary. Kazi. London: Luzac & Company, Ltd. 989 pp.

This dictionary contains a list of about 22,000 English words with their Tibetan equivalents. The publisher warns prospective purchasers that worms have slightly infested his stock of these volumes.

TURKISH

An English-Turkish Dictionary. Fahir Iz and H. C. Hony. Oxford: Clarendon Press. 1952. 510 pp.

Turkish-English Dictionary. H. C. Hony. Rev. ed. Oxford: Clarendon Press. 1957. 416 pp.

These two works are companion volumes. Both use the roman alphabet throughout.

Turkish-English Dictionary. A. Vahid Moran. New York: Frederick Ungar Publishing Co. 1945. 1462 pp.

This is an American edition of a work compiled in Turkey. It includes modern Turkish words, particularly scientific and technical terms, as well as older vocabularies. An appendix gives a list of new words found in the Turkish constitution.

URDU

Modern Concise Dictionary. London: Luzac & Company, Ltd. 1930. 1036 pp.

This English-Urdu dictionary gives common English words and their Urdu equivalents. Included are idiomatic translations of English idioms, phrases, and proverbs.

VIETNAMESE

Viet-Anh Thong-Thoai Tu-Dien; Vietnamese-English Conversation Dictionary. Pham-xuan-Thai. Saigon: Nha Xuat Ban Tuq-shaif. 1948. 211 pp.

This is a brief Vietnamese-English dictionary.

English-Vietnamese Dictionary: Anh-Viet Tu-Dien. Washington, D.C.: Educational Services. 1955. 2000 pp.

This is a considerably more extensive English-Vietnamese work.

ZULU

English-Zulu Dictionary. Charles Roberts. 7th ed. London: Routledge and Kegan Paul, Ltd. 1942. 267 pp.

This is a standard guide to this African dialect.



The largest single group of reference material is periodical literature. In both number of publications and number of words, periodical reference sources—news-papers, magazines, journals, and the like—bulk far larger than material that appears in book form. Though only about 1000 of the more than 20,000 periodicals published in the United States each year are regularly and thoroughly indexed, even these sources contain three or four times as much material as appears annually in new reference books.

Periodical literature, often called “serials” by the librarian, is important as a reference source, not only because of its size, but also because it has many values that reference books fail to offer. Perhaps its greatest value lies in the fact that it provides the newest and most nearly up-to-date information. The time lag involved in preparing and printing any reference book means that its material is several months old before it finally appears. The time lag involved in the publication of periodicals is usually much shorter. The facts about an important scientific discovery appear in newspapers the day it is announced. The events described in news magazines seldom have occurred more than a week before the date of publication. Articles that appear in scholarly journals are often written less than three months before they are finally published. Thus periodicals become an important source of reference material whenever the subject with which you are dealing is likely to be affected by new developments, new discoveries, or recent events.

It is well to remember in this connection that no subject is ever really “dead,” that the last word has seldom been said on any event, no matter how long ago it occurred. A considerable amount of the history of Mycenaean culture had to be reexamined in 1954 after the translation of certain ancient inscriptions had been accomplished. Robert Graves’s book *The Greek Myths*, which appeared in 1955, upset many of our traditional concepts of classical mythology. The revelation in 1953 that the Pilt-down Man was a hoax forced the rewriting of a great deal of anthropological reference

• 8 •

GUIDES
TO
PERIODICALS

material. The discovery of the Dead Sea Scrolls is causing reappraisal of many aspects of Bible study. These are but four of many recent examples of the sudden bringing to life of what appeared to be subjects safely dead. Thus you should check recent periodical sources before you finally accept the information you find in a reference book of older publication date.

Another value peculiar to periodical sources is that much material appears in them that never finds its way into permanent book form. Much of this comes under the heading of trivia, but it is often trivia that people want to find out about. For example, periodicals are frequently the only sources of biographical data. Recently, I was searching for information on “Pretty Boy” Floyd, a notorious gunman of the thirties. I could find only one allusion to him in any reference book, a three-line sentence in a 1934 encyclopedia annual. But *The New York Times*, through its index, supplied me a full biography of the man. Librarians receive frequent inquiries for biographical material on sports figures. Virtually their only source for all but the most prominent of these people is periodicals.

Frequently, the information to be found in periodical sources is much fuller than

that in permanent book form. To refer once again to sports personalities, you will seldom find more than the most basic information about such persons in an encyclopedia or biographical dictionary. But you will probably find full-length articles on sports personalities in periodicals. Similarly, most scientific developments are usually only summarized in standard book reference sources. You must in many cases refer to periodical literature to find a full discussion of them. In addition, periodical sources often provide more succinct information on certain types of subjects than do book sources. For example, a *Times* obituary is often superior in quality to any other biographical material you are likely to find elsewhere because it includes all the essential data on a person stated in the briefest possible space.

Finally, reference material in periodical sources is often more accurate than similar data in book form. The reason for this is that a great deal of the information that appears in periodicals represents original research done by the person who wrote the article. Such an article is primary source material. Very little of the information that appears in reference books can be so called. Rather, most of it is based on studies of primary and secondary sources and naturally is subject to the errors and misinterpretations that creep into any reworkings of primary research.

One caution, however, should be observed in working with reference material in periodical sources. Back issues of news-

papers and magazines contain countless announcements of "discoveries" that have since been disproved and accounts of events that have proved to be hoaxes. Magazine articles are frequently written by persons with a personal ax to grind who present one-sided views on subjects that have two or more sides to them. You should therefore check any material you find in periodical sources, especially when it concerns a subject about which there has been or could be controversy, to be sure the facts in the material have not been challenged. The simplest way to check this is to refer back to periodical indexes for other material on the same subject.

It would be an understatement to say that material in periodicals is not well presented and organized from a reference point of view. Only a few publications, such as abstracts and the like, are organized for use as reference works. The magazine or newspaper editor, instead, designs his publication for casual reading. As a result, finding a particular piece of information in a periodical requires a special guide.

There are two types of guides to periodical literature. One type guides you to individual periodicals. This type may guide you to the periodical's contents, but only in the most general of ways. The second type consists of the various indexes to the contents of periodicals. These indexes vary considerably in their scope and their organization as the pages devoted to them here will show you.

Lists of periodicals

There exists an assortment of lists of periodicals serving a wide variety of purposes. Many of them are simple directories, providing basically names and addresses. Others provide such data on publications as their circulation, date of publication, and advertising policies and notes. Other lists are prepared to aid writers, indicating the type of material various publications

purchase for use. Others list the files of publications available in various libraries. Aside from these different purposes, each tends to serve one basic reference purpose—to call your attention to the fact that such-and-such publication devoted to your special interest is available. For related publications, see the headings "Advertising," "Newspapers," "Magazines," "Publishing," and "Writing" that appear in Chapter 16.

8.1

General Lists of Periodicals

The following are the principal sources that are partly or entirely devoted to lists of periodicals in all or several categories:

British Union-Catalogue of Periodicals, a record of the periodicals of the world, from the seventeenth century to the present day, in British libraries. James D. Stewart, with Muriel E. Hammond and Erwin Saenger, eds. for the Council of the British Union-Catalogue of Periodicals. New York: Academic Press, Inc. 1955-1957. 4 vols.

The title of this work indicates its contents. Vol. I appeared in 1955 and Vol. II in 1956; the final volumes were scheduled for 1957 publication.

Canadian Almanac and Directory [15.5] contains a list by provinces and cities of the principal magazines and newspapers published in Canada. It gives the title of each publication, the name and address of each publisher, the frequency of publication, the circulation, and the special interest served, if any.

Classified List of Periodicals for the College Library. G. R. Lyle and V. M. Trumper. 2d ed., rev. Boston: F. W. Faxon Co., Inc. 1938.

This book is designed to help the college librarian work out a proper subscription list of periodicals for his library. It gives the basic data on each periodical, including a general description of its contents.

The Classified List of Reference Books and Periodicals for College Libraries [9.4] lists in its 1955 edition, its third, some 564 periodicals selected for their values for college libraries. No foreign-language periodicals are included except in the language and literature sections of the study.

College Newspapers. New York: National Advertising Service, Inc. Annual.

Designed to aid advertising agencies and national advertisers. Besides listing individual college newspapers, it gives the location and size of the colleges, frequency of each paper's publication, and other data of particular interest to advertisers.

Directory of Country and Suburban Town Newspapers. New York: American Press Association. Annual.

Lists primarily small-town weekly newspapers, adding other information of special interest to potential advertisers.

Editor and Publisher Market Guide [15.4] is an annual publication issued separately from the magazine, dating from 1924. It lists more than 1500 daily newspapers in the United States, arranged by states and cities. It also contains a comparable list of Canadian newspapers. The same publishers' *International Year Book* [16.305] also lists newspapers.

Europa: The Encyclopaedia of Europe [15.2] includes for each country a list of principal newspapers, with their titles, addresses, and names of their editors. It also lists the principal magazines classified according to their subject matter.

Heaton's Commercial Handbook of Canada [15.5] is an annual publication that includes listings of trade and commercial publications in Canada.

Index Bibliographicus [9.3] lists periodicals published in all parts of the world, selected by whether or not they include bibliographies. Vol. I lists periodicals in the fields of science and technology. Vol. II deals with publications in the fields of the social sciences, education, and the humanities. These two volumes contain an extensive list of the basic scholarly publications in print today.

Industrial Marketing: Market Data Book Number [16.270] appears yearly in October as one of the issues of *Industrial Marketing* magazine. It includes an extensive classified list of trade journals published in the United States and Canada, giving for each detailed information on its contents, circulation, and the like.

Information Please Almanac [6.2] gives lists of the leading daily newspapers and principal magazines of the United States, with their circulations.

Literary Market Place [16.365], an annual publication since 1940, includes listings of principal daily newspapers in the U.S. and Canada, principal magazines, alphabetically, and classified by contents, and newspaper supplements. Of special interest is its noting whether or not each publication carries book reviews. When it does, the name of the book editor is given.

Meulenhoff's International Catalogue of Periodicals. 4th ed. Amsterdam: Meulenhoff & Co. 1955.

This directory lists 4093 titles of the chief periodicals of the United States, Great Britain, Germany, France, Switzerland, and the Netherlands. All types of publications are included—technical, popular, trade, professional. Titles are classified in 105 groups according to basic subject matter. Frequency of publication is noted, and subscription price in florins and in the currency of the country of publication is also given.

New Serial Titles, a union list of serials newly received by North American Libraries. Washington, D.C.: Library of Congress. 1953- .

An annual publication, with monthly issues and an annual volume, prepared under the sponsorship of the Joint Committee on the Union List of Serials, superseding the Library of Congress' *Serial Titles Newly Received*, published in 1952-1953, and designed to supplement the *Union List of Serials* (see below). There are annual and scheduled five-year cumulations. The first issue began with the holdings of the New York Public Library; expansion to include holdings of other major U.S. libraries is planned.

The Newspaper Press Directory and Advertisers' Guide [16·305] is a British annual publication that first appeared in 1846. Its contents include an ABC index to periodicals and directories of the United Kingdom and Ireland, with a county index to them as well. There is also a classified index of general, specialized, trade, technical, and professional periodicals of these countries and an index of the British Dominion, colonial, and foreign press. Basic data on newspapers, general and special periodicals, house magazines, directories, annuals, and the like, for the British Isles and Ireland are also given as well as for the press of Australia, Canada, Ceylon, India, New Zealand, Pakistan, South Africa, the British colonies, protectorates, and mandates, the United States, and other principal foreign countries. It constitutes one of the best market guides for writers who are seeking publication abroad.

N. W. Ayer and Son's Directory of Newspapers and Periodicals [16·305] is the standard directory of U.S. periodicals of all types. It also lists periodicals published in Canada, Bermuda, Cuba, and the Philippine Islands. The basic arrangement of the main part of

the book, which appears annually, is by states, with cities and towns listed alphabetically under these headings. Under each city name are given all the newspapers and periodicals published there, with basic data on each, including date of founding, name of editors and owners or publishers, frequency of appearance, political character if relevant, basic size of the publication, and its circulation. All periodicals, except a few of purely local interest, such as school and church papers, are listed. In addition, there are classified lists of various types of publications, such as college periodicals, foreign-language papers, trade journals, Negro periodicals, religious papers, etc.

Orbis: The Encyclopaedia of Extra-European Countries [15·2] includes for all countries outside Europe the same data on periodicals as does its sister publication *Europa* (see above).

Periodicals for Small and Medium-sized Libraries. 8th ed. Chicago: American Library Association. 1948. 106 pp.

This book, designed to guide the librarian in building up a subscription list that will best suit a library's clientele, gives both a general and a classified listing of selected periodicals. The general listing is annotated, and there is a bibliography of recommended reading on periodicals.

Political Handbook of the World [15·2], an annual publication, includes in its data on most countries a list of the major newspapers, their circulation and political character, and names of their proprietors.

Postwar Foreign Newspapers, a union list. U.S. Library of Congress, Reference Department. Washington, D.C.: Library of Congress. 1953. 231 pp.

This work is a guide to the files of postwar foreign newspapers held in 76 major U.S. libraries. It is a selective list, omitting Latin-American countries. The list is by country, with publications appearing alphabetically under country names. Brief data is given on each publication where available. The lists are indexed by publication title.

Standard Rate and Data Service [16·6] provides in its monthly service comprehensive listings of U.S. newspapers, business papers, and various periodicals that carry advertising of importance. The special section on business papers is indexed by the fields each covers. Circulation figures are the major data offered by this service.

Tercentenary Handlist of English and Welsh Newspapers, Magazines and Reviews. London: *The Times*. 1920. 324 pp.

This publication constitutes, in effect, a union list of serials for Great Britain for the years 1620 through 1919. It covers a selected but comprehensive list of periodicals, published in England and Wales during those three centuries, that are on file primarily in the British Museum, including its special collections, as well as in a few other libraries. There are two sections. Section I covers London and suburban periodicals, with a separate list of certain foreign-language periodicals published in the area. Section II covers periodicals published outside London. Each section is arranged chronologically according to the date of first issue of each periodical; the London section begins with 1620 and the provincial section with 1701. There are separate alphabetical indexes for each section. Certain basic historical data are given for each publication; the library where files may be found is given if it is other than the British Museum.

Today [6·1] lists the major U.S. newspapers and the 50 leading magazines with their average circulations.

Ulrich's Periodicals Directory, classified guide to a selected list of current periodicals foreign and domestic. 8th ed. New York: R. R. Bowker Company. 1956. 740 pp.

This book, whose first edition appeared in 1932, is probably the most useful guide to magazines, particularly of the Americas and the British Empire. Different editions have special features, such as the list of clandestine World War II periodicals that appeared in the 1947 edition. More than 7500 periodicals are included in the various classified lists, which are arranged under different subject headings. Each entry is annotated with data including basic publishing facts and such characteristics as whether or not the periodical includes book reviews, movie reviews, illustrations and whether or not the magazine's contents are indexed or abstracted, and if so, where.

Union List of Newspapers, 1821-1936. Compiled under the direction of a committee appointed by the Bibliographical Society of America. New York: The H. W. Wilson Company. 1937. 791 pp.

This catalogue has immense value for the person seeking primary source materials on U.S. history for the period covered. It lists

the U.S. newspapers, published during the period 1821-1936, that are held in the files of some 5700 libraries and other collections, such as those of county courthouses, newspaper offices, and important private collectors. A brief history of each newspaper listed is given. There is also a bibliography of newspaper union lists.

Union List of Serials in Libraries of the United States and Canada. Compiled under the direction of a committee appointed by the Bibliographical Society of America. 2d ed. New York: The H. W. Wilson Company. 1943. 3065 pp.

This immense work is a guide to the periodical files of some 600 major libraries. It includes nearly 120,000 periodicals in its overall list, with an exact description of the holdings of each library of each periodical listed. It does not include newspapers published after 1820 or periodicals of exceedingly limited interest, but it does include virtually every other publication worthy of mention. The second edition covers holdings through 1940. A first supplement, published in 1945, of 1123 pages, lists new holdings for the years 1941-1943; a second supplement of 1365 pages, published in 1954, covers the years 1944-1949.

Whitaker's Almanack [6·2] gives the names, addresses, and subscription costs of the major newspapers and periodicals of Great Britain.

The World Almanac [6·2] gives the names and circulation figures of the major daily newspapers of the U.S.

Working Press of the Nation [16·305], a massive directory, lists virtually all newspapers published in the United States, as well as news services and syndicates, and other adjuncts of the news industry.

The Writers' and Artists' Yearbook [16·476] lists the major U.S. and British periodicals that purchase material from writers and artists, giving names of editors, rates of payment, and other basic data of a market nature.

Writer's Handbook [16·476], an annual publication, contains a market guide to U.S. periodicals, listing names and addresses for each periodical listed.

Writer's Market [16·476], another annual, is primarily a market guide to the periodical field, listing nearly all important periodicals of the popular variety. Listings are classified and indexed.

8·2

Specialized Lists of Periodicals

The following publications contain lists of periodicals in special fields:

American Agencies Interested in International Affairs [16·312] lists the publications, periodical and otherwise, of some 363 organizations concerned with international affairs, including foreign information bureaus, chambers of commerce, and international research organizations.

American Art Directory [16·27] lists art magazines, museum publications, and newspapers carrying art notes.

American Booktrade Directory [16·57] lists periodicals, U.S. and Canadian, that deal with the publishing business.

American Library Annual [16·256] lists periodicals published in the field of library work, both commercially and by national, regional, and local library organizations.

America's Educational Press. Washington, D.C.: Educational Press Association. 1930-. Annual.

This directory contains a classified list of educational publications of the U.S., with the basic data about each. There are indexes to the listed publications and to their editors. This work is of special value to teachers and educators of all types, as well as to librarians and to manufacturers of school supplies seeking advertising media.

Broadcasting Yearbook [16·65] lists newspapers owned by radio and television stations and networks.

Business Information and How to Find and Use It [16·69] includes an exhaustive list of business periodicals, including trade papers.

Catholic Press Directory. New York: Joseph F. Wagner, Inc. Annual.

This work gives the names and addresses of newspapers and magazines of a predominantly Roman Catholic nature published in the United States.

The International Encyclopaedic Who Is Who in Music [14·4] lists more than 100 periodicals concerned primarily with music.

The International Labor Directory and Handbook [16·247] includes an annotated list of labor newspapers and magazines published in the United States.

McKim's Directory of Canadian Publications. Montreal: A. McKim, Ltd. 1892-

This publication appears irregularly, on the average of about once every 18 months, and sometimes under a varying title. The most recent edition lists all Canadian newspapers and magazines, with detailed data on each.

The National Catholic Almanac [16·386], an annual publication, lists all the Roman Catholic periodicals published in the U.S. and Canada.

The Nation's Leading House Magazines [16·262], designed primarily as a market guide for writers, lists about 1400 U.S. house organs, limiting its listings to those that purchase material from contributing writers and artists.

Negro Year Book [16·303], which has been published each year since 1912, includes a list of all periodicals published by and for Negroes.

Periodicals: Price List 36. Washington, D.C.: Government Printing Office.

This pamphlet appears in a new edition about once a year. It gives the titles of all periodicals published by the Federal government. It describes the basic contents of each, names the publishing agency, and gives the subscription price and the catalogue number of each.

Printers' Ink Directory of House Organs. 3d ed. New York: Printers' Ink Publishing Co., 1954. 140 pp.

This useful guide lists all house organs of any importance published in the United States. Data given include the publishing firm and an indication of the distribution of each, whether solely to employees, to outsiders, or to both. A new edition was planned for 1957 publication.

Scientific and Technical Serial Publications: United States 1950-1953. Prepared under the sponsorship of the National Science Foundation. Washington, D.C.: Library of Congress. 1954. 238 pp.

This publication consists of an exhaustive list of periodicals, annuals, serials, and society publications, exclusive of governmental publications, that deal with scientific and technical subjects, published in the United States during

the years 1950–1953. Items are listed under broad subject headings with appropriate sub-heads. Each listing includes bibliographic data and a brief note on the contents. There is an index by subjects.

Social Work Year Book [16·413], an annual publication since 1929, includes under listings of various agencies in the social service field the names of publications of such agencies. The various publications listed are indexed.

Union List of Technical Periodicals in Two Hundred Libraries of the Science-Technology Group. Elizabeth Gilbert Bowerman. 3d ed. New York: Special Libraries Association. 1947. 285 pp.

This publication is a valuable supplement to the *Union List of Serials* [8·1] since the contents of only 13 of the 200 libraries covered here are indexed in the larger publication. About 5000 different periodicals in the scientific and technical fields are listed in this work. The libraries have been selected primarily on a geographical basis so that users can find in almost all cases some nearby library containing the periodical sought.

U.S. Government Organization Manual [16·199] contains an appendix listing the more important periodicals published by different departments and agencies of the Federal government.

World List of Scientific Periodicals Published in the Years 1900–1950. New York: Academic Press, Inc. 1952. 1058 pp.

This work supersedes two earlier publications that covered, respectively, the years 1900–1921 (1925–1927) and 1900–1933 (1934), published in England by the Oxford University Press. Each different edition has listed all the scientific and technical periodicals kept in the fields of major British libraries. The latest edition also lists periodicals in the field not found in any British library.

The World of Learning [16·148] contains under the names of the publishing societies the titles of the majority of learned and scholarly journals published throughout the world. The publishing societies are listed alphabetically in various classifications under the headings of the countries where they have their headquarters.

Indexes to periodicals

Far more important to most researchers than the various lists of periodicals are the indexes to the contents of periodicals. The majority of these indexes are relatively recent in origin. Only the most general and popular publications of the nineteenth century are indexed. But since about 1900, an increasing number of indexes have appeared. General indexes have widened their coverage; the number of specialized indexes has grown. As a result, relatively few periodicals of any importance to fact hunters remain unindexed in one form or other. You can find whether or not a particular publication is indexed or abstracted, and if so where, by looking up that periodical in *Ulrich's Periodicals Directory* [8·1].

Use of the various indexes is relatively simple. Each contains basically the same information arranged in much the same fashion. Each indexes authors, titles of articles, and general subjects of articles. One point must be emphasized: None of the

periodical indexes constitutes an index to all the facts or all the subjects discussed in the indexed periodicals. Few of the publications index small items that may appear in the various departments that appear with increasing frequency in magazines. To index all the subjects discussed in all periodicals, to cover all items in small paragraphs, would make the creation of any index and keeping it up to date a totally impossible task. Thus, you must use your intelligence and your imagination in using any periodical index, especially when you are looking for some fact of relatively minor importance. The chances are slim that you will find minute aspects of subjects listed as such in the majority of indexes. Instead, you will have to seek out likely sources under headings of the broader aspects of such subjects. For example, if you were looking for material on the use of glass bricks in modern European architecture, it is doubtful that you would find such material listed under the heading "Glass Brick" in any periodical index, for it is doubtful that any article indexed was de-

voted exclusively to that subject. The fact that no such heading exists, however, should not discourage you. The material may be available, indexed under a broader subject with which an indexed article dealt, for example, under such headings as

"Building Construction," "Building Materials," or "Bricks."

There are four basic types of indexes to periodicals: indexes to individual publications; general indexes; specialized indexes; and abstracts. Each type is discussed below.

8.3 Self-indexing Periodicals

A fair number of periodicals maintain indexes of their own contents. A surprisingly large number of major daily newspapers in the United States do so. But very few periodicals publish such indexes, maintaining them instead only for the use of their staff. Daily newspapers will occasionally permit an outsider to use their indexes, but they prefer not to do so. In some cases, their index exists only as their "morgue," which they will sometimes open to use by a serious researcher.

Indexing a large daily newspaper is an enormous and complex process since such a paper's contents cover a multitude of names, subjects, and minutiae of information. It is not surprising, therefore, that few dailies publish indexes to themselves. Those that are published are enormously useful to the researcher since at least a clue to almost any event that occurred during the period while the paper was indexed will be found in the index. In some cases, the index will contain sufficient information to make search in the paper itself unnecessary. In most cases, however, you will have to consult the article to which the index refers, and, obviously, you must have the files of the paper available. Most libraries that have a newspaper index also have the concurrent files of the newspaper. These may be in bound volumes or, increasingly more common, in microfilm storage. Newspapers that appear in more than one edition daily have, of course, somewhat different contents and different arrangement of contents in each edition. Indexes normally refer to one particular edition each day. Thus, if you are building your own newspaper files with the idea of using them in conjunction with an index, you should always specify when you subscribe that you want the indexed edition.

In common with other periodical in-

dexes, no newspaper index refers to *every* item or name that appears in its columns. The *New York Times Index*, for instance, does not index every reference to the President's name, but only the more significant and newsworthy references. Nor does it index names that appear in routine social notes or minor crime reports or other items of purely local or limited interest. On the other hand, you will find its index to the remainder of its contents thorough, well conceived, accurate, and well cross-referenced.

The following three major indexes to English-language newspapers exist:

New York Daily Tribune Index. New York: Tribune Association. 1876-1907. 31 vols.

This index covers the *Tribune's* contents from 1875 through 1906 in annual volumes. Its standards of inclusion were considerably more limited than are those of the *Times* index today. But if you want to find news stories of fair importance during the period covered, you can most probably find them indexed in these volumes.

New York Times Index. New York: *New York Times*. 1913- .

This index covers the contents of the final edition of each day's issue of the *Times*. The frequency of printing of the index has varied somewhat over the years; at present, an index is printed semimonthly with a final cumulative index for each year appearing normally about the middle of March in the following year. Each index reference is to date, page number, and column number. In addition, there are many carefully considered cross references to related subjects. The value of any newspaper index depends, of course, on the coverage within the newspaper itself. *The New York Times* is generally well known for its extensive coverage of national and international news. It is especially useful to the researcher for such subjects as obituaries, since it reports the death of almost every note-

worthy person; for its publication of the full text of important documents, statements, and speeches; for its book reviews and reviews of plays and motion pictures; for its extensive business reports; and for its unsensational but exhaustive coverage of sports events. Its greatest weakness is in its coverage of trivia, such as crime, personal-gossip items, and similar news. For persons building a permanent newspaper file, the *Times* is available both in bound volumes and in microfilm. This fact, plus its superior index, make the *Times* the best single newspaper reference tool available to Americans. Earlier indexes to the *Times* were compiled for the periods 1851–1858; 1860; and 1863–June, 1905. They are now available in microfilm.

Times Official Index. London: Times Office. 1907– .

This index is similar in detailed coverage and in organization to that of *The New York Times*. The fact that the size of the *Times* of London has been severely reduced since the start of World War II by the extreme shortage of newsprint in Britain has, of course, reduced the value of the paper as a reference source. Nevertheless, the paper's coverage of both British and continental European news is sufficiently heavy to make the paper a valuable reference tool. U.S. readers may obtain the indexed edition in an airmail edition printed on very light paper. Index references are to date, page number, and column number. The index has been published with varying degrees of frequency at different times. Since 1914, it has been published in quarterly cumulations.

A fair number of magazines print cumulative tables of contents, usually once a year, indexing only by author and article title. Only a limited number publish detailed indexes to their contents. In some cases, you can purchase bound volumes

with indexes included. The most important of self-indexing magazines include the following:

Business Week each six months issues an index to subject, author, and title as well as to advertisers.

Consumers' Research Bulletin publishes a semiannual cumulative subject index.

Department of State Bulletin each six months issues a subject index.

Journal of the American Medical Association approximately each six months issues a subject-author-title index. Its abstracts also constitute something of an index to other medical publications.

Library Journal publishes an annual index to its contents under subject and author headings.

Life issues a semiannual index to subject, author, and title of its articles, as well as to its pictures.

National Geographic Magazine issues an annual index that is periodically made cumulative. Vol. I, covering the years 1899–1946, appeared in 1948; an initial version of Vol. II, covering the years 1947–1951, appeared in 1952; a supplement covering 1952–1953 has appeared; a final version will appear at a later date. The index is to subject, author, and title, with a separate index to maps.

Newsweek publishes every six months a subject index.

Science issues a subject-author index each six months.

Time publishes a subject index every six months.

U.S. News and World Report publishes a subject-author-title index every six months.

8·4

General Indexes to Periodicals

The indexing of periodical literature has been and remains a highly cooperative process. Such early indexes as *Poole's* were actually compiled on a voluntary basis, with indexing assignments farmed out to cooperating libraries, in return for which each received the final amalgamated indexes. This method did not prove entirely satisfactory because of the inevitable uneven-

ness and inconsistency of the various segments of such a diffused project, but it established with librarians the value of maintaining an index program. More successful results have been obtained by such centralized commercial indexers as the H. W. Wilson Company, but subscribers to indexing services still maintain considerable control over the services by dictating to a

large extent which periodicals they prefer to have indexed. For example, in 1955, considerable changes were made in the periodicals indexed in the *International Index* in response to the wishes of subscribers as expressed in a poll of them.

There is no index that covers *all* periodicals in one index. There are, however, a number of indexes that cover periodicals in a wide variety of subject fields and base their coverage on standards other than limitation to one or more specific subjects. The most important of these are:

Abridged Readers' Guide to Periodical Literature. New York: The H. W. Wilson Company. 1936- .

This index, as its title indicates, is a shorter version of the main *Readers' Guide*. It is identical to the larger work in organization and detail of indexing. It differs only in that it limits its coverage to about 30 periodicals most frequently found in relatively small school and public libraries. It is published monthly, with a cumulative volume appearing every three years. It is satisfactory for libraries with limited periodical files and limited budgets.

Annual Library Index. New York: *Publishers' Weekly*. 1906-1911. 6 vols.

This publication was a continuation in somewhat different form of the *Annual Literary Index*. It covered the years 1905-1910. The basic difference between the two works was that the subject-author indexes to periodicals were combined in one alphabet in the final volumes. In the last three volumes of the work appear lists of public libraries in the United States and Canada, and in the final volume there is a list of major U.S. private collectors of books.

Annual Literary Index. New York: *Publishers' Weekly*. 1893-1905. 13 vols.

This index covered publications during the years 1892 to 1904. Each volume consisted of six parts: separate subject indexes to periodicals and to other literature, particularly essays and book chapters, published during each year; a combined author index to periodical and other literature; classified bibliographies; a list of important deaths during each year; and an indexed chronology of important events during each year. This publication was in some respects a continuation of *Poole's*

Index (see below) though it contained features not found in that work, and parts of it were incorporated in the final supplements to *Poole's*. The work is valuable to persons doing research in the period covered. The indexed chronology is especially important to historical researchers, since they can use it in conjunction with newspapers of the period.

Annual Magazine Subject Index. Boston: F. W. Faxon Co., Inc. 1908-1949. 41 vols.

This publication was designed to supplement other existing indexes. The first volume, called simply *Magazine Subject Index*, covered the contents of 44 periodicals not indexed in *Poole's* from their first issues through 1907 and the 1907 contents of 35 other periodicals not covered in the *Annual Library Index*. Succeeding volumes covered the current annual contents of various periodicals not covered in the *Annual Library Index*, the *Readers' Guide*, or other more specialized periodical indexes. In different volumes, the number and type of periodicals covered varied from year to year as new indexes appeared that duplicated this work's previous coverage. In the final volumes, the contents of some 160 periodicals, including some British and Canadian, were indexed. In general, coverage emphasized periodicals devoted to history, travel, nature study, and the fine arts. Index references were only to subjects in most cases, though authors' names of the comparatively few pieces of fiction indexed were also included. Specific references were made to important illustrations. Perhaps this publication's greatest use is for the location of obscure articles on local and regional history.

Canadian Index, a guide to Canadian periodicals and films. Ottawa: Canadian Library Association. 1947- .

This publication supplies a subject and author index to some 60 different Canadian periodicals, only a few of which are covered also in *Readers' Guide* and the *International Index*. Thus, it is an essential tool for the person wishing to locate specialized material on Canada. It is issued monthly with an annual cumulation. The *Canadian Index* is the successor to two previous publications. In 1932, the Windsor, Ontario, Public Library published a subject-author index to 38 different Canadian periodicals published in 1931, with the idea of continuing the index in quarterly cumulations. This plan failed to be continued. From 1939 to 1949, the Public

Libraries Branch of the Ontario Department of Education, Toronto, published annual cumulations of indexes to some 30 Canadian periodicals that had appeared quarterly in the *Ontario Library Review*.

International Index to Periodicals. New York: The H. W. Wilson Company. 1907—

This publication was begun in 1907 as a supplement to the *Readers' Guide*, covering American and some European publications not indexed in that larger work. Its emphasis until recently was on periodicals devoted to the humanities and to science. In June, 1955, considerable changes were made in the index coverage. Foreign-language periodicals and those devoted to purely scientific and psychological material were dropped from the index. In their place, 53 new periodicals were added to increase coverage in the humanities and the social sciences. Among the subjects now especially well covered in the work are language, literature, anthropology, archaeology, geography and history, economics, sociology, political science, labor, public opinion, philosophy, religion, musicology, and the theater arts. The publication now appears in three steps: a quarterly cumulation; an annual cumulation; and a triennial cumulation. Basically triennial cumulations, with some variations, are available for the years beginning with 1924. A single volume covering the years 1907–1915 may also be purchased.

Nineteenth Century Readers' Guide to Periodicals. Helen Grant Cushing and Adah V. Morris, eds. New York: The H. W. Wilson Company. 1944. 2 vols.

This work is a retrospective supplement to the *Readers' Guide*. That is, it indexes back to 1890 the contents of 51 periodicals that were the chief periodicals initially indexed in the *Readers' Guide*. It carries the index forward to the time they were included in that work or another of the Wilson indexes. Of the 51 periodicals indexed, the inclusive date is 1890–1899 for 37 of them; the remainder are carried forward to varying dates, as far as 1922. Indexing policies are basically the same as in the other Wilson indexes, though there is exceptionally heavy coverage of poetry since most of the periodicals indexed were devoted largely to literary contents. A special feature of the index is the identification, wherever possible, of articles published anonymously, of which there were far more in the 1890s than there are today.

Poole's Index to Periodical Literature. Rev. ed. Boston: Houghton Mifflin Company. 1891. 2 vols. Supplements: 1887–1908; 5 vols.

This work, essentially the predecessor of the modern Wilson indexes though not connected with them, covers U.S. and English periodical literature from 1802 to the beginning of 1907. The basic two volumes extend through 1881; the supplements cover the remaining years. This was the first of the cooperative indexing ventures and thus shows evidence of unevenness in the quality of the work. Nevertheless, it remains the most useful guide to the periodical literature of the nineteenth century. All in all, *Poole's Index* covered some 470 U.S. and British periodicals appearing in 12,241 separate volumes. Major limitations of the index are that there are no author entries; that some of the earlier British periodicals are incompletely indexed; that minor articles are omitted; and that many references are not specific enough to permit immediate location of material but require some working out. Indexed periodicals were largely general ones, though a few of the major specialized publications were included. Peter Smith of Gloucester, Mass., reprinted all volumes in 1938.

Readers' Guide to Periodical Literature. New York: The H. W. Wilson Company. 1905—

This index is the major current guide to general periodicals. Its indexing service began in 1900, with the first permanent cumulative volume appearing in 1905. The first seven cumulative volumes (through 1928) covered a four-year span each. Vols. 8 and 9 covered three-year spans. Succeeding volumes have basically covered two-year spans. The current service supplies semimonthly issues from September through June and monthly issues in July and August, with an annual cumulation appearing in one alphabet. Initially, the index covered only 20 periodicals. At present, it indexes about 110, almost all of which are of a general nature; some Canadian and British magazines are included among them. Each article indexed is referred to by author and by subject; titles are given only for works of fiction. Titles of poems, motion pictures, and plays are listed alphabetically under the headings "Poems," "Moving picture plays," and "Dramas." Subject headings tend to correspond with standard library catalogue headings, but they are supplemented with copious cross references. Specific references are made to maps, portraits, and other illustrations, as

well as to bibliographies. References are to specific volume numbers and inclusive page numbers. You should note that few references are made to book reviews, such functions having been taken over by the *Book Review Digest* in 1905.

Review of Reviews. London and New York: *Review of Reviews*. 1891–1903. 13 vols.

This work is both a periodical index and an index to the abstracts from periodicals published in the magazine *Review of Reviews* through the years 1890–1902. It covers a number of periodicals, especially British ones, that were not indexed in *Poole's Index* and thus serves largely as a supplement to that work. The index headings are primarily subject references, basically broad ones. References are made to the periodical in which each article appeared, by volume, date, and page number, as well as to the volume, month, and page number on which reference to the article was made in the *Review of Reviews*.

References to works of fiction and poetry are made only under the names of their authors.

Subject Index to Periodicals. London: Library Association. 1919– .

This is an index to British periodicals that have appeared since 1915, except for a hiatus in the years 1923–1925. For the first four years (1915–1918), the index was published under the title *Athenaeum Subject Index*. Until the publication was revived in 1926, the indexes were divided into classified lists according to broad subjects. Since 1926, there has been a single alphabetical indexing, primarily by subjects. Previous to World War II, a fair number of U.S. and other foreign periodicals were covered in the index. At present, only British publications are covered, about 400 in all. These include most non-specialized publications to be found in public, university, and special libraries. Appeal is to the nonspecialist. The index is published quarterly, with an annual cumulation.

8.5

Specialized Indexes to Periodicals

In addition to the above-listed general indexes to periodical literature, there is an increasingly large number of guides to periodical literature in specialized fields. These publications index two types of periodicals: general periodicals covered in the general indexes, with references to them limited to material in the specialized field to which the index is limited; and specialized periodicals devoted to the field specially covered by the guide. Varying with the degree of general interest in the particular subject covered, the emphasis in coverage tends to be on the specialized periodicals. The most important of these specialized indexes are the following:

Aeronautical Engineering Index. New York: Institute of the Aeronautical Sciences. 1947– .

This work indexes the annotated bibliographies of both books and articles and other publications in the field of the aeronautical sciences that appear in the *Aeronautical Engineering Review*.

Agricultural Index. New York: The H. W. Wilson Company. 1919– .

This work indexes, by subject, articles in the field of agriculture and allied sciences that

appear in some 115 different periodicals. It also includes references to agricultural books, bulletins, pamphlets, and reports, including the regular publications of the U.S. Department of Agriculture and state agricultural agencies as well as selected publications by the various agricultural extension services. The index extends back to the beginning of 1916. There are monthly and annual cumulations, with permanent volumes published to cover succeeding three-year periods.

Air University Periodical Index. Maxwell Air Force Base, Ala.: Air University Library. 1943– .

A quarterly publication, cumulative biennially, indexing about 65 U.S., Canadian, and British periodicals treating aviation and military science. Entries are primarily by subjects, though there are a few author entries. Some of the data indexed are news events though the emphasis is primarily on general subjects in the field.

The Architectural Index. Ervin J. Bell, ed. Chicago: *Architectural Index*. 1951– .

This publication appears annually. Each volume covers for the previous year, with the first covering 1950, about seven of the major American periodicals devoted to architecture. The volume for 1953 covered the entire con-

tents of five magazines and selected contents from two others. Entries are by architect or designer; general subjects; general building type; and location of buildings. References are made to specific magazines, date of publication, and inclusive paging. This publication is designed primarily for use by architects and designers.

Articles on American Literature, Appearing in Current Periodicals, 1920–1945. Lewis Gaston Leary. Durham, N.C.: Duke University Press. 1947. 337 pp.

In one volume is included an extensive listing of the major writings on American literature that appeared in American and English periodicals, as well as a few foreign publications, in the years 1920–1945. The actual listing is primarily by the American writers on whom articles were published and it is broken down into four chronological periods. There are also lists by other subjects. All the lists are indexed. The index was based on materials supplied by the Modern Language Association and the University of Pennsylvania Library.

Art Index. New York: The H. W. Wilson Company. 1933– .

This index covers about 120 magazines and museum publications, reaching back to 1929. It is published quarterly, with annual and triennial cumulations. It covers subjects in the field of art dealt with in general art museums or art departments of public and college libraries. Subjects covered include archaeology, architecture, arts and crafts, decoration and ornament, graphic arts, industrial design, interior decoration, landscape architecture, painting, pottery, and sculpture. Indexing is by author and subject, in one alphabet. Illustrations are indexed under the names of artists.

Bibliographic Index [9·2] indexes the bibliographies that appear in a wide variety of periodicals, as well as in books.

Biography Index, a cumulative index to biographical material in books and magazines. New York: The H. W. Wilson Company. 1947– .

This publication appears quarterly, with an annual cumulation appearing each June. The first volume covers material published after Jan. 1, 1946. The index covers all types of biographical material published, indexing books and some 1500 periodicals indexed in

other Wilson indexes, plus some other specialized periodicals. It indexes any type of reference that is biographical in character, including diaries, memoirs, genealogical material, obituaries, and the like. It does not index newspapers except for selected important obituaries published in *The New York Times*. The work has two parts: an alphabetical listing of persons indexed, identified by birth and death dates, where possible, and their profession or occupation, followed by the index reference; a classified listing of persons indexed by their profession or occupation. Portraits of persons are specifically indexed.

Book Review Digest [9·1], which was begun in 1905, though it deals essentially with books, is actually a specialized index to periodicals, since it makes reference to selected book reviews published almost entirely in magazines and newspapers and prints quotations from many of those cited.

Catalogue of Scientific Papers, 1800–1900. Royal Society of London. London: Cambridge University Press. 1914–1925. 19 vols. *Subject Index:* 1908–1914; 3 vols.

This work was originally published over the period 1867–1902. The basic 19 volumes of the work constitute an author index to scientific articles that appeared in some 1555 periodicals during the nineteenth century. The publications indexed appeared in many different languages, and the articles referred to covered the whole field of science as known at that time. The *Subject Index* is divided into three broad fields: mathematics, mechanics, and physics. It may be used independently of the basic 19 volumes.

Catholic Periodical Index, a cumulative author and subject index to a selected list of Catholic periodicals. Park Ridge, Ill.: Catholic Library Association. 1939– .

This publication was inaugurated by the H. W. Wilson Company but has since passed to the direction of the Catholic Library Association. Its coverage extends back to 1930, covering up to about 75 U.S., British, and Canadian publications. The size of various cumulations has varied; recent volumes have covered two-year periods, with each volume constituting cumulations of quarterly indexes.

Cumulative Index of Hospital Literature. Chicago: American Hospital Association. Vol. I: 1950. Vol. II: 1955.

These two volumes cover the periods 1945–1949 and 1950–1954, indexing more than 300

journals in the field of hospital administration and related subjects. References are to authors and subjects.

Current List of Medical Literature. Washington, D.C.: Army Medical Library. 1941- .

This publication is a monthly subject index to some 1200 different medical journals. A cumulated index is published annually. Its editors maintain a helpful microfilm and photostat service.

Dramatic Index. Boston: F. W. Faxon Co., Inc. 1910-1950. 39 vols.

This publication indexed the contents of all major U.S. and British periodicals of the period 1909-1949 that referred to the theater and to motion pictures. References were primarily to subject. A list of dramatic books and plays for each year were included in each annual volume. The index is a help in discovering the names of authors of various plays and the full names and birth dates of various actors and dramatists.

Education Index, a cumulative author and subject index to a selected list of educational periodicals, books and pamphlets. New York: The H. W. Wilson Company. 1932- .

This index has since 1929 indexed the contents of U.S., Canadian, and foreign periodicals that refer specifically to the field of education. Recent indexes have covered about 180 periodicals. References are to authors and subjects. In addition to periodicals, the index includes classified check lists of new educational books and of important official documents. Educational publications of institutions, associations, and foundations are listed each month in a separate section, and many are analyzed. The "Units of Study" listings are especially helpful to teachers. The index appears in 10 monthly issues and in annual and triennial cumulations.

Electronic Engineering Master Index. Frank A. Petraglia, ed. New York: Electronic Research Publishing Co. 1945-1949.

The first editions of this work cover the field of electronic engineering in a subject index to major periodicals in the field reaching back to January, 1925. The 1947 edition of the work expanded coverage of the same period of time (1925-1945) by about 50 per cent. Subsequent editions cover periodicals published during approximately one-year spans

through 1949, when publication of the index ceased.

Engineering Index. New York: Engineering Index, Inc. 1892- .

Various editions of this publication constitute a subject index to periodicals in many different languages in the broad field of engineering dating back to 1884. Since 1928, it has been organized as both a subject and an author index in one alphabet. It is published annually, with current supplements available by special arrangement during a year.

Guide to Dance Periodicals. S. Yancey Belknap, ed. Gainesville, Fla.: University of Florida Press. 1950- .

This publication, prepared by the director of the Dance and Music Archives at the University of Florida, has appeared in a series of volumes, partly retrospective. At this writing, Vol. I, devoted to the years 1931-1935, was still in manuscript. The following volumes had been published: Vol. II (1936-1940); Vol. III (1941-1945); Vol. IV (1946-1950); Vol. V (1951-1952). Vol. VI (1953-1954) was in preparation. Each volume consists of an analytical index of articles and illustrations appearing in about 24 American and foreign periodicals devoted to the dance, to music, and to the theater in general. Since the index covers the entire contents of these periodicals, it constitutes a guide to other subjects than the dance, such as music, costume and scenery design, painting, television, the opera, radio, recorded music, motion pictures, and similar related subjects. It is particularly useful as an index to reviews of theatrical performances not indexed in other periodical guides and to hard-to-locate biographical material. Index references are to volume and issue numbers, page numbers, and date of issue.

Index Medicus. SEE *Quarterly Cumulative Index Medicus*, below.

Index to Dental Literature in the English Language. Chicago: American Dental Association. 1943- .

This publication is the successor to *Index of the Periodical Dental Literature Published in the English Language* that appeared in 15 volumes between 1921 and 1939 and covered dental periodical publications from the years 1839 to 1938. The older publication indexed material under classified headings and under authors' names. Beginning with 1939, the index lists material in one alphabet under author

and subject headings. There were triennial cumulations for the years 1939–1941, 1942–1944, and 1945–1947 and a biennial cumulation of 1948–1949. Since 1950, the index has appeared as a quarterly with an annual cumulation. It is a comprehensive coverage of its field, as its title indicates.

Index to Graphic Arts Periodical Literature. Various publishers. 1941–1944.

Various volumes of this publication were prepared under the general direction of the International Association of Printing House Craftsmen, Inc., but under varying editors and publishers' imprints. The volumes index articles and publications dealing with the graphic arts for the years 1933–1943.

Index to Handicrafts, Model-making, and Workshop Projects. Eleanor C. Lovell and Ruth M. Hall. Boston: F. W. Faxon Co., Inc. 1936. Supplement I: 1943. Supplement II: 1950.

These volumes constitute a useful guide to periodical literature dealing with the simpler crafts and do-it-yourself hobbies, of use both to persons engaged in such activities and to persons teaching or directing them. It covers all types of publications, both periodical and otherwise, though it is selective in nature.

Index to Labor Articles. New York: Rand School of Social Science. 1926–1953. 27 vols.

This publication was, according to the publishers, "temporarily suspended for lack of funds" in late 1953. It indexed in monthly and bimonthly issues, not otherwise cumulated, articles dealing with labor appearing in general periodicals, as well as the contents of specialized labor publications. Opinions have been expressed that the selection of periodicals and of specific articles indexed was disproportionately pro-labor and leftist in tendency.

Index to Legal Periodicals. New York: The H. W. Wilson Company, for the American Association of Law Libraries. 1909– .

This index, published monthly with triennial cumulations, covers legal periodicals published since 1908. The present index covers about 150 legal magazines as well as bar association and judicial council reports.

Index to Little Magazines. Harriett Colegrove and others. Denver: Alan Swallow. 1949–.

This guide covers the contents of about 40 of the literary magazines generically called

"little magazines," almost none of which is covered in other periodical indexes. Volumes are published annually, though somewhat slowly. The project ambitiously calls for retrospective indexing back to 1912. At this writing, the earliest periodicals covered were dated 1948. When all the indexes are complete, they should prove a particularly useful guide to writings not covered elsewhere.

Index to Religious Periodical Literature. Chicago: American Library Association. 1953–.

This publication, of which two volumes had appeared by 1956, indexes the contents of about 30 religious and archaeological periodicals in English, French, and German, not indexed in other more general periodical indexes. The first volume indexed publications appearing in the years 1949–1952; the second volume covered 1953–1954. Each volume is in two parts. Part I is a subject-author index to articles. Part II indexes book reviews by the authors of the books reviewed.

Index to Selected Negro Periodicals. Wilberforce, Ohio: Central State College. 1950– .

This publication, originally planned as a quarterly with annual cumulations, has appeared somewhat irregularly. Its aim is to index periodicals, published by or pertaining to Negroes, received in the Hallie Q. Brown Library at Central State College. Most of the periodicals indexed are not covered in other indexes. The guide includes references to book reviews.

Industrial Arts Index. New York: The H. W. Wilson Company. 1913– .

This publication indexed through 1957 more than 200 periodicals covering the fields of engineering, chemistry, physics, geology, metallurgy, textiles, aeronautics, electronics, railroads, ceramics, rubber, plastics, paper, economics, business and finance, public administration, management, and insurance, the majority of them being specialized publications. From 1918 to 1931, cumulations were published biennially. Thereafter, indexes were published monthly with annual cumulations. Indexing is primarily by subject. In late 1956, the publishers announced that at the end of 1957 the index would be divided into two publications, to be called the *Applied Science & Technology Index* and the *Business Periodicals Index*, with about 200 periodicals to be indexed in the former and 150 in the latter.

International Catalogue of Scientific Literature. London: Harrison & Sons, Ltd. 1902–1919. 14 vols.

This publication was prepared by the Royal Society of London for the International Council. It covered both books and articles published over the years 1901–1914. Each annual volume, which indexed most of the important scientific journals of the world, was divided into 17 subject classifications, each dealing with a particular field of science: mathematics, mechanics, physics, chemistry, astronomy, meteorology, mineralogy, geology, geography, paleontology, general biology, botany, zoology, human anatomy, anthropology, physiology, and bacteriology. Each field was indexed by subjects and authors.

Journalism Quarterly. 1930– .

This magazine includes "An Annotated Bibliography on Journalistic Subjects in American Magazines" in each of its issues. Since 1935 it has also included a supplementary bibliography of articles on journalism in British periodicals, as well as occasional lists of graduate theses in journalism.

Labor-Personnel Index. Detroit: Information Research Service, Inc. July, 1950– .

This publication is perhaps more nearly described as an abstract than as a periodical index, though it serves both functions. It digests and indexes material on personnel management, labor, and labor relations appearing in more than 150 periodicals, primarily specialized ones in the field. The publications covered include labor-union periodicals. Abstracts of articles are grouped under about 20 broad subject headings. Each in turn is indexed by specific subject and carefully cross-referenced. The publication appears semi-monthly with annual cumulations.

Library Literature. New York: The H. W. Wilson Company. 1934– .

Volumes of this publication cover periodicals and books published back to 1921. It now appears semiannually with annual and triennial cumulations. It is an annotated index to books, pamphlets, and periodical literature that relate to the library profession.

Music Index, the key to current music periodical literature. Detroit: Information Service. 1949– .

This publication appears in monthly issues that cumulate annually. Annuals appear each

year for the second preceding year. The index covers some 150 periodicals. Those devoted exclusively to music are indexed in their entirety; others are covered on a selective basis. Index references are primarily to subjects; reviews of compositions are listed under the names of their composers and under the type of instrument for which they are composed. Brief annotations under many references often supply useful basic information that obviates consulting the article referred to. Periodicals indexed include not only American but also a number of foreign publications. The index is an especially useful guide to material on persons not often treated in detail in more general periodicals and not indexed elsewhere.

Occupational Index. Peapack, N.J.: Personnel Services, Inc. 1936– .

This index was originally begun under the auspices of New York University. Each quarterly issue indexes about 100 items pertaining to occupations, particularly those of use in vocational counseling. Each item is numbered, and a brief description of its contents is given. Items indexed include books, pamphlets, government publications, and articles in periodicals of all types. Items are indexed by subjects. The index is not cumulative.

Psychological Index. Princeton, N.J.: Psychological Reviewing Company. 1895–1936. 42 vols.

This publication indexed articles appearing in about 350 publications and the major books dealing with the whole field of psychology. It appeared in annual volumes with classified subject listings. Indexing is to authors only. It was superseded by *Psychological Abstracts* [16.359]. Two companion volumes to this index were published in 1940–1941 by the American Psychology Association (Columbus, Ohio). These consist of abstract references to about 43 per cent of the titles referred to in the index. The key numbering system requires that they be used in conjunction with the index.

Public Affairs Information Service Bulletin. New York: Public Affairs Information Service. 1915– .

This publication appears in the form of a weekly bulletin, cumulated about five times each year, ending in an annual cumulation. It indexes some 1000 periodicals on a selective basis, as well as listing books, documents,

pamphlets, and other publications in the general field of political science, history, legislation, economics, and the social studies.

Quarterly Cumulative Index Medicus.
Chicago: American Medical Association.
1927- .

This publication is a successor to the *Quarterly Cumulative Index to Current Medical Literature*, covering the years 1916-1926, which in turn was the successor to *Index*

Medicus, which indexed medical literature for the years 1879-1926. The current publication appears quarterly with semiannual cumulations. It indexes some 1200 publications that together form the basic periodical literature in medicine for almost the entire world. The index covers medical biography as well as basic medical subjects. Index references are to both subjects and authors. There is a supplementary bibliography of current books in medicine.

8·6

Abstracts

Abstracts are a specific type of reference book that serve two purposes: to index current literature in a specific field; and to give a digest of the most important current publications in the field. Thus, they are useful as reference sources and as guides to reference material. The different abstracts vary considerably in the scope of their coverage and in the quality of the condensation of the material they cover. They are of value to both the layman and the specialist. The layman often finds them more useful than a simple index in that they can help him select the material he wishes to consult further, a difficult task when an index covers both simply written and highly technical publications. The specialist who lacks the time to cover all the current material in his field finds the most important articles summarized for him in the abstracts; he can then choose which articles he wishes to read in their entirety. The various major abstracts are discussed in full in Chapter 16 under the heading to which each pertains. These include the following:

American Society for Metals. Review of Metal Literature [16·27]
Biological Abstracts [16·51]
Ceramic Abstracts [16·84]
Chemical Abstracts [16·88]
Dental Abstracts [16·130]
Excerpta Medica (medicine) [16·275]
Mathematical Reviews [16·272]
Metallurgical Abstracts [16·277]
Meteorological Abstracts and Bibliography [16·278]
Mineralogical Abstracts [16·280]
Pharmaceutical Abstracts [16·143]
Photographic Abstracts [16·330]
"Practical Medicine Series of Year Books" [16·275]
Psychological Abstracts [16·359]
Science Abstracts (physics and electrical engineering) [16·331]
Social Science Abstracts [16·411]

In addition to these publications devoted exclusively to abstracts, a great many scholarly journals include among their contents abstracts of selected current articles and books.

GUIDES TO BOOKS

Each year in the United States there appear more than 12,000 new books. This figure does not include pamphlets, miscellaneous government publications, brochures, periodicals, reprints, and the like. The book-publishing industry thus produces probably more new and individual items for sale than does any other business, with the possible exception of the garment and food industries. More important, the vast majority of these books is intended for a relatively small number of customers. Such books as *Gone with the Wind* and *The Caine Mutiny* are once-in-a-generation phenomena. Sales of 20,000 copies make a book a best seller. Sales of 10,000 or 5000 copies or even less are the rule, not the exception. This is particularly true of reference works. Among them, only such standard and widely used perennials as encyclopedias, dictionaries, almanacs, and the like, are ordinarily sold in large quantities.

The book publisher has a problem much like that of the person who writes a letter, puts it in a bottle, and casts it adrift in the ocean, hoping that it will eventually reach the addressee. The publisher puts a book on the market, knowing that it has appeal for only a limited number of persons, and hopes that those persons will find out about the book and buy it. Of course, the publisher has ways of making his book's existence known to the right people, and he uses them. He publishes advertisements in the periodicals he knows his potential customers read. He solicits them by direct mail via selected mailing lists. But his funds for such sales methods are limited in direct proportion to the number of sales he anticipates. And naturally, the fewer persons he expects the book to interest, the greater difficulty he finds in making these persons aware of the book's publication.

Fortunately for the book publisher, and for all those who want to find out about books, there exists a multitude of unpaid publishers' agents who try in one way or another to call the right book to the attention of the right person. Their means of performing this task vary, but we can lump them all under one generic title—*bibliographies*. These appear in many different

guises—as book-review columns and book listings in periodicals of all sorts; as listings in reference books, textbooks, and other sources of information; as guides and indexes to books; as books that consist of nothing more than detailed and classified book lists.

This book is in large part a bibliography since much of it consists of a listing of what I feel to be the most important reference books. This book will, I hope, solve many of your reference problems. But it will not solve all of them. You will need to go to books other than those I have listed to find the answers to some of your research problems. Serving that function is, of course, the primary purpose of bibliographies.

There are three basic kinds of bibliographic citations:

1. Simple lists of books. Such bibliographies normally appear in the form of price lists, buying guides, or indexes to books. Each item in these sources contains all or most of this information: the title of the book, the names of its author and publisher, the place and date of publication, the number of pages, and the price. These lists are usually classified in some form or other.

2. The annotated descriptive bibliography includes all the above information plus a brief description of the book's contents,

possibly something about its organization or other information of a noncritical nature. The "book-notes sections" found in many scholarly or specialized periodicals are examples of this type of bibliography.

3. The annotated critical bibliography includes the above information plus some critical or analytical comments on the book. It may point out what the book is good for, as I have tried to do in my own comments on various reference works; it may praise it; or it may condemn it. Most book reviews belong to this category of bibliography.

Aside from locating the particular bibliographic source you want, you should find few difficulties in using bibliographic sources. Their formats follow accepted patterns. In Chapter 4, I outlined the basic technique of preparing bibliographic entries. If you can make a bibliography, you can follow one made by someone else with comparative ease.

Later in this chapter, I have listed and discussed a number of specific sources of bibliographic data. But there are several sources available to anyone who can get to a library that are of great use but are often overlooked:

The card catalogues of good libraries are of course the most important of all bibliographic tools. A well-conceived card catalogue constitutes in itself a massive bibliography of all types of books, both old and new. Catalogues of specialized libraries or special collections in general libraries are often superior to published bibliographies of the particular fields with which they deal. The latter are in most cases "selective" bibliographies, whereas the card catalogue lists impartially all books in the library in every subject. Card catalogues are also useful because of the simple fact that they guide you to books that are immediately available to you. It does you little good to find that such-and-such source exists when you cannot locate it in any library. Most library cards are sufficiently annotated to give you a fair idea of a book's contents, so that you can judge with some accuracy whether or not you want to consult it. You should remember also that the main descriptive card for each book normally notes whether or not it contains bibliographic

information. Thus, the card catalogue constitutes a guide to further bibliographies on subjects that interest you. (How to use a card catalogue is discussed in Chapter 3.)

Encyclopedia bibliographies have considerable value, particularly to the person interested in extensive study of a particular subject. They are generally well selected, often by the expert who prepared the article to which they are appended. In most cases, individual sources are picked for their suitability for the intended audience of the particular encyclopedia. Many encyclopedias append bibliographies, not only to major articles on general subjects, but also to entries on minor aspects of subjects on which relatively few books have been written. Thus, encyclopedia bibliographies often constitute the only bibliographic guide to such subjects.

Of the encyclopedias designed for general readers, six include bibliographies:

The American Peoples Encyclopedia [5·1] appends bibliographies to perhaps 10 per cent of its entries, a relatively high number. Many are brief listings of one, two, or three sources on fairly minor subjects; these perhaps are the most useful since they seldom appear in other sources. Bibliographies for major subjects are fairly brief. Emphasis in selection is placed on readability and availability of the sources cited. Many more recently published works are to be found than in most encyclopedia bibliographies, and the listings are continuously revised.

Collier's Encyclopedia [5·1] does not attach bibliographies to separate entries. Instead, in its final volume it has a 140-page listing of some 2000 works classified under about 125 major headings. Under each heading, books are listed under a variety of subheadings and in the order of their difficulty. Each item is briefly described, an almost unique feature in encyclopedia bibliographies.

Encyclopedia Americana [5·1] includes extensive bibliographies at the end of nearly all its major entries and a fair number of entries on minor subjects. Many bibliographies were selected by the authors of the entries to which they are appended, though more recent publications are added from time to time by the encyclopedia's staff. Bibliographic selections tend to emphasize the more scholarly works.

Encyclopaedia Britannica [5.1] has in its bibliographies perhaps the most extensive listing of scholarly works to be found in any single source. Books listed are written in many different languages, with a large selection from German and French sources. Many bibliographies were prepared by the authors of the different entries. Comparatively few recent works appear. *Britannica* is particularly recommended for its lists of sources on relatively obscure subjects of a historical nature.

Lincoln Library of Essential Information [5.2] carries classified lists of standard sources on general subjects at the end of each of its departments.

The Volume Library [5.2] carries graded and classified bibliographies at the end of most of its departments. The section on literature also includes a long graded list of recommended reading.

Five of the encyclopedias intended especially for use by children and young people include bibliographies in their contents:

The American Educator Encyclopedia [5.1] carries graded lists of recommended books at the end of most of its entries on major subjects.

Compton's Pictured Encyclopedia [5.1] carries somewhat more extensive lists of books at the end of many of its major entries. Each list is graded; the editors try to limit listings to books that are in print.

Our Wonderful World [5.1] constitutes in itself something of a bibliography on a wide variety of subjects, since its contents are largely an anthology of selections from books and other publications, each of which is identified. In addition, brief lists of recommended books for younger readers on specific subjects

appear at the ends of many of the selections in the work.

The Wonderland of Knowledge [5.1] in its "Guideposts to Knowledge" volume includes lists of books in major general fields suitable for younger readers.

World Book Encyclopedia [5.1] includes a limited number of bibliographies appended to major entries. Most of these are graded and are quite up to date. The entry on "Literature for Children" includes an extensive graded list of recommended children's books.

Other reference works of a wide variety often include bibliographies of works devoted to the special subjects covered in each publication. When a reference book listed in *How and Where to Look It Up* contains bibliographical data, I have tried always to note this fact. Some of this bibliographical information appears in no other source; this is especially true of reference works devoted to rather unusual or obscure fields of knowledge. You may be occasionally surprised to find bibliographies where you would not think to look for them; for example, tourists' guidebooks often supply superior bibliographies on the countries with which they deal. Textbooks, theses, and other serious informational works almost invariably include bibliographies. These are often limited to works their authors consulted in conducting their research. Some bibliographies in these sources, however, are considerably more extensive. You should note that, in many such works, bibliographies are appended to separate chapters rather than presented in a single unified list at the end of the book.

Guides to current books

The values for the researcher of the various guides to current books are obvious. First, next in importance to the guides to periodicals, they serve to acquaint you with the latest information available on any subject that may interest you. In this way, they supplement the older bibliographies available to you. Second, it should be re-

membered that the guides to current literature become, as time passes, guides to older literature. Nearly all of them are preserved in permanent form, either as bound volumes of periodicals, indexed in the various guides to periodicals if they are not self-indexed; or in bound, cumulated indexes. The various guides to current literature are of two general types: book reviews and indexes to or lists of current books.

9·1 Book Reviews

Book reviews are essentially news; thus, virtually all of them appear initially in periodicals. Perhaps the most valuable reviews for the researcher appear in the more obscure scholarly, specialized, or trade publications. These are far too numerous to list or classify here. A number of the guides to periodical literature listed in Chapter 8 index book reviews; if so, this fact is noted in the description of each. *Literary Market Place* [16·365] in its lists of magazines and newspapers indicates whether or not each contains book reviews. *Ulrich's Periodicals Directory* [8·1] also includes this information about many of the publications it lists. Since these listings are classified, you can often locate a publication likely to carry reviews of books on a subject in which you are interested. The following periodicals are among the most important publications devoted in whole or in part to book reviews:

Books Abroad, a post-World War II quarterly, reviews major foreign publications in a variety of languages and on a variety of subjects. It fills a long-felt need of the serious scholar.

British Book News, published monthly in London since 1940, gives a fairly comprehensive coverage of books published in Great Britain and the British Commonwealth.

Bulletin, published bimonthly by the Virginia Kirkus' Bookshop Service of New York, contains "previews" of new books of especial interest to bookdealers, librarians, magazines, newspapers, and the like. It emphasizes books likely to have fairly wide appeal.

Canadian Author and Bookman, a quarterly, is devoted to reviews of books published in Canada.

Chicago Sunday Tribune contains a separate book section devoted to reviews of books of fairly popular appeal, including a surprisingly large number of reference works.

Horn Book Magazine carries perhaps the largest number of reviews of books of interest to young readers. There is a cumulative index to the reviews.

Junior Libraries carries reviews of new juvenile books each month.

Library Journal, a semimonthly (monthly in July and August) publication, carries a large number of reviews of new books, many several weeks in advance of publication. Fiction, nonfiction, including reference works, and children's literature are all represented. Reviews are written primarily from the librarian's point of view. Special periodic issues are devoted to such fields as business, technical and scientific, and religious books. Monthly departments cover books in other special subjects. An annual feature is a listing in a January issue of the most important reference books of the previous year, prepared by Louis Shores.

New York Herald Tribune carries a special section in its Sunday issue devoted to reviews of new books and general book news. Emphasis is primarily on books of general interest.

New York Times in its Sunday issue carries what is perhaps the best of the newspaper book sections, at least from the point of view of the student and researcher. Though books of popular appeal are emphasized, there is extensive coverage of serious informational publications, including important reference works.

Saturday Review, a weekly, is the largest American magazine devoted primarily to reviews of books. Its selection is wide, and its reviews are particularly detailed and critical. Reference works are seldom reviewed immediately upon publication, but the magazine occasionally carries a special section reviewing recent reference books.

Subscription Books Bulletin was published by the American Library Association as a quarterly from 1930 until mid-1956 as virtually the only periodical devoted exclusively to reviews of reference works. Despite its title, it did not limit its reviews to books sold by subscription but also covered many major reference works sold in trade editions. However, it did emphasize reviews of encyclopedias, dictionaries, and other works sold house to house, and one of its chief functions was to guide the librarian in answering queries as to the validity and basic worth of such publications. Reviews were prepared by members of an annually appointed Subscription Books Committee of the ALA and were published unsigned. Reviews were periodically indexed by titles of publications. Beginning

with the fall of 1956, the *Bulletin* was combined with the *Booklist* (see section 9.2, below). In each issue of the new periodical appear reviews of new reference works identical in scope to those that appeared in the defunct *Bulletin* and prepared by a like-constituted committee.

London Times Literary Supplement, which appears weekly, contains thoughtful studies of new British and other books. Its critical standards are highly esteemed.

UNESCO Bulletin for Libraries, published monthly in Paris since 1947 by the United Nations Educational, Scientific, and Cultural Organization, contains valuable reviews of books of an informational nature published in all parts of the world. It is indexed.

U.S. Quarterly Booklist, published by the Library of Congress until mid-1956, contained reviews, largely descriptive rather than critical, of new books, primarily in the fields of the fine arts, literature, philosophy and religion, biography, the social sciences, the biological sciences, the physical sciences, technology, and reference.

Wilson Library Bulletin, the chief periodical of the H. W. Wilson Company, appears monthly from September to June, with an annual index. It contains reviews and notices of forthcoming or newly printed books of all types, as well as book news of various kinds and biographies of living authors. A regular feature is a listing of the most popular books of the present time. There is also considerable information of especial interest professionally to librarians.

In addition to these periodicals, extensive book-review sections appear in such semi-scholarly magazines as *Harper's* and the *Atlantic Monthly*. *Time* and *Newsweek* both contain weekly book-review sections and frequently discuss books of specialized interest in appropriate sections such as those devoted to art, religion, and education. *The New Yorker* reviews each week's major books of fiction and nonfiction and devotes occasional issues to surveys of current poetry and books for children.

BOOK-REVIEW GUIDES

There are four important publications that index book reviews or print digests of book reviews, in addition to the various guides to periodical literature, listed in

Chapter 8, that index book reviews as well as other material in periodicals:

Bibliographie der Rezensionen. Leipzig: Dieterich'sche Verlagsbuchhandlung. 1901- .

This publication has had a very checkered career. At the present time it prints alternately each year an index to book reviews appearing in German periodicals, and an index to reviews appearing in other-language periodicals, including English and American magazines. It emphasizes reviews of essentially scholarly and factual books and is thus of particular use to the researcher or student. It does not quote or digest reviews.

Book Review Digest. New York: The H. W. Wilson Company. 1905- .

This publication constitutes both an index to current literature, almost exclusively American books, as well as reviews of them. It is published monthly, with semiannual and annual cumulations. Every five years the annual cumulation includes a cumulated subject and title index of all books listed in the previous five years. Each year about 4000 books are listed alphabetically by their authors. Basic bibliographic information is given as well as a listing of reviews of each book. About 70 periodicals that carry reviews are normally indexed; occasionally other periodicals are indexed for special reviews. About half of the reviews are merely referred to; brief excerpts are made from the reviews of the other half. One useful feature is a word count of each review cited.

LJ Recommended Children's Books. New York: R. R. Bowker Company.

This publication first appeared in 1957 and presumably will become an annual one. The first edition reprinted reviews first appearing in the *Library Journal* of 823 selected children's books published in 1956, reviewed by librarians from the librarian's point of view. Reviews are arranged by grade and by subject. There is an author-title index.

Technical Book Review Index. The Technology Department of the Carnegie Library. Pittsburgh: The Carnegie Library. 1917-1929. 12 vols. The Technology Department of the Carnegie Library, Pittsburgh. New York: Special Libraries Association. 1935- .

The first 12 volumes of this index appeared in quarterly issues, cumulated annually, cov-

ering reviews of scientific and technical books that appeared in various scientific, technical, scholarly, and trade publications in the years 1917-1928. The project lapsed for seven years, being revived in 1935 as a monthly

publication from September through June of each year. The publication includes bibliographic data, indexes of reviews, and occasional excerpts of reviews. It covers many books not included in the *Book Review Digest*.

9.2 Lists of and Guides to Current Literature

The various lists of and guides to current literature serve a wide variety of purposes. These are best explained by listing and describing the major ones:

AB Bookman's Yearbook. Newark, N.J.: *Antiquarian Bookman*, 1949- .

This publication appears as an annual compilation issued by the *Antiquarian Bookman* magazine. Thus, to a large extent, it deals more with out-of-print works than it does with new works. However, part of its contents treats highly specialized current works that are seldom listed in other, more generalized guides. The yearbook contains, besides a number of articles, listings of the "permanent wants" of dealers in old books; a list of specialized booksellers; advertisements of unusual new works by university presses and specialized book publishers; advertisements of the "out-of-print market"; and a classified directory of specialized bookdealers. There is an index of advertisers.

American Book-prices Current. New York: *American Book-Prices Current*, 1895- .

This annual publication is of value primarily to book collectors and dealers in rare and old books. It records the sales by auction during the July-to-June period preceding each publication date of books, autographs and manuscripts, broadsides, and maps. The 1955 edition recorded prices received, as well as other pertinent information, concerning some 15,000 items. R. R. Bowker Company published in 1951 a five-year compilation of the work for the period 1945-1950.

American Educational Catalog. SEE *Text-books in Print*, below.

Aslib Book List. London: Association of Special Libraries and Information Bureaux, 1935- .

This publication appears quarterly with an annual cumulated index. It gives recommendations on recently published scientific and technical works, arranged in subject classifications. It emphasizes British publications.

Bibliographic Index. New York: The H. W. Wilson Company, 1938- .

This is a "cumulative bibliography of bibliographies." Indexing publications from the beginning of 1937, it appears in semiannual and annual cumulations. In addition, there have been larger cumulations for the years 1937-1942, 1943-1946, 1947-1950, 1953-1954, and 1951-1955. It consists of a subject index to bibliographies that have appeared either separately or as parts of books, pamphlets, or articles in periodicals. Its coverage of periodicals is particularly extensive, including up to 1500 published both in the U.S. and abroad.

Bibliography of Scientific and Industrial Reports. Washington, D.C.: U.S. Department of Commerce, Office of Technical Services, 1946- .

This publication originally appeared weekly but has been a monthly since mid-1948. It lists reports of a scientific or industrial nature received by the Department of Commerce from "civil and military agencies of the U.S. Government and from cooperating foreign governments." The earlier issues listed a large number of reports obtained from enemy countries' files captured during or after World War II.

The Booklist-Subscription Books Bulletin. Chicago: American Library Association, 1905- .

Until September, 1956, this publication appeared simply as *The Booklist*. Amalgamation with the *Subscription Books Bulletin* meant simply a title change and inclusion in each issue of some of the reviews that would formerly have appeared in that publication. For a description of the latter, see section 9.1, above. The *Booklist* proper is basically an annotated buying guide for librarians, listing new books of all classes, with buying information. Lists are classified according to basic type: books suitable for smaller libraries, books for children and young people, lists of free or inexpensive materials, lists of government publications, etc. Both Dewey Decimal

System and Library of Congress classification numbers are given for each publication. The annotations are limited to a basic description of each book that attempts to assess the book's value, both in itself and in comparison with similar books, and its place in libraries. This publication is an essential tool for the librarian. In addition, many other persons interested in a comprehensive coverage of current publications find it of great value.

Books in Print. SEE *Publishers' Trade List Annual* (below).

Bulletin of the Public Affairs Information Service [8·5]. *PAIS* includes in its weekly listings books, documents, pamphlets, and multigraphed publications, as well as periodical articles, dealing with political science, legislation, economics, and sociology.

Canadiana. Ottawa: Canadian Bibliographic Centre.

This quarterly publication, with an indexed annual cumulation, lists books of essentially Canadian interest.

Catalog of Copyright Entries. U.S. Copyright Office. Washington, D.C.: Government Printing Office. 1891- .

This publication has appeared under different titles and, until 1906, under the imprint of the Treasury Department. At present, it consists of semiannual volumes in approximately 20 different parts, each listing copyrights of different types of works: books, pamphlets, periodicals and contributions to periodicals, drama, published and unpublished music, maps, works of art and other illustrations, motion pictures, and renewed copyrights. Copyrights include naturally not only works first published in the United States but also foreign publications granted a U.S. copyright. A cumulation of copyrights that covered the years 1891-1946 was published in 1947.

Catalog of Reprints in Series. New York: The H. W. Wilson Company. 1940- .

This annual publication lists in a dictionary-type catalogue, indexed by author and title, the leading adult and juvenile books published in reprints of different types. The price, name of publisher, and date of issue are given.

Children's Catalog. 9th ed. New York: The H. W. Wilson Company. 1956.

This publication appears about once every five years with annual supplements. It con-

sists of four parts: Part I is a classified listing, using the Dewey Decimal System and the Sears subject headings, of virtually all books for children and young people published during the period, primarily in the United States, about 3000 in all. Part II is an author, title, subject, and analytical index giving full bibliographic information, including the Dewey Decimal number, as well as the age levels for which each book is intended. Biographical data on many authors are included. Annotations on the books' contents are largely descriptive. Part III consists of lists arranged by grade levels. Part IV is a directory of publishers. Listings include not only books but also pamphlets of special value for children.

Cumulative Book Index. New York: The H. W. Wilson Company. 1898- .

This work is the most comprehensive of the guides to current literature. It purports to list virtually all books in English published anywhere in the world. However, use of the index indicates a fair number of omissions of works in English published outside the U.S. It does not, in any case, include government publications, pamphlets, and ephemera. The index appears monthly, with bound semi-annual and larger cumulations, which have covered at different times two-, three-, four-, five-, and six-year cumulations. Listings are by author, title, and subject, with the most detailed data appearing under the author entries. Thus, in using this work, you should first consult the author entry if you know the author's name. Subject classifications and subclassifications are most detailed, and there are extensive subject cross references. At the end of each cumulation there appears a directory of publishers. The directory at the end of the larger cumulations thus constitutes a nearly complete directory of publishers of English-language books. Bibliographic information includes the author, title, price, edition, name of publisher and place of publication, type of binding, number of pages, date of issue, and Library of Congress classification number.

Essay and General Literature Index. New York: The H. W. Wilson Company. 1900- .

This index cites references to works and parts of works of a general nature, particularly those which have reference value, that appear in books, including collections and anthologies of all types that have appeared

since the beginning of the twentieth century. It appears semiannually, with annual and five-year cumulations. Its arrangement follows the standard Wilson author-title-subject type of index. Cumulations have also appeared covering the years 1900-1933, 1934-1940, 1941-1947, and 1948-1954. It should be noted that all material indexed has appeared in book form; however, where the item was also published in a periodical, reference is made to that fact and the periodical date, issue number, and page number are given.

Facts on File [6.2] lists in each of its weekly issues the most important books published during the week. Books listed are indexed under their authors' names.

The Jewish Book Annual. New York: Jewish Book Council. 1942- .

A yearly publication listing books by or about Jews, with annotations. Though international in scope, books in English are emphasized. The publication is sponsored by the National Jewish Welfare Board.

New Technical Books. New York: New York Public Library. 1915- .

This monthly bulletin consists of an annotated bibliography of new additions to the New York Public Library of books in scientific and technical fields. It is arranged by subject, with an annual index to authors. Since 1948, it has conformed in pattern to Hawkins's *Scientific, Medical and Technical Books* [9.3].

New York Public Library Bulletin. New York: New York Public Library.

This monthly bulletin consists of an annotated list of additions to the library of a general nature, including fiction and juvenile books. There is an annual cumulative index.

New York Times daily lists nearly all books published in the United States on that day, with the exception of government publications and the like. These listings are not indexed in the *New York Times Index* and so can be located only if you know the approximate date of publication. Books reviewed in the *Times*, however, are indexed in the index under the heading "Book Reviews," arranged alphabetically by author, or by title if there is no author given. Lists of winners of literary awards appear in the index under "Book Prizes."

Paperbound Books in Print. New York: R. R. Bowker Company. 1955- .

This publication appears every four months. It consists of an index to new editions of inexpensive reprints and original editions appearing in paper bindings. The first part is arranged according to subjects or types of publications. Books of science fiction, collections of poetry, and books of drama appear in this section, but not other fiction. There is a separate listing of general fiction titles. An author-subject listing includes under the names of authors additional works of fiction, especially mystery stories, western stories, and the like. Each listing gives title, author, price, and publisher. A directory of publishers appears on the inside back cover.

Publishers' Trade List Annual. New York: R. R. Bowker Company. 1873- .

Books in Print. New York: R. R. Bowker Company. 1948- .

These works are companion volumes, though the first is much older than the second. Both appear annually in the fall. The first appears nowadays in two volumes. It consists essentially of reprints of the current catalogues or price lists of the vast majority of American publishers. The amount of information given naturally varies according to the amount individual publishers choose to put in their lists. Minor publishers' lists appear in a supplementary section appearing early in Vol. I. There is an index to publishers' lists at the beginning of Vol. I.

Books in Print consists of two indexes, one by authors and one by titles, to all the books listed in *PTLA*. The publisher is given in each case, and you can thus find further information on each book by consulting the publisher's list in *PTLA*.

In the spring of 1957, the R. R. Bowker Company announced plans to publish beginning in November, 1957, another annual companion volume to *Books in Print* and *PTLA*. According to advance announcements, this volume, to be called *Subject Guide to Books in Print*, would index all the titles appearing in *Books in Print* by the general subjects with which each was concerned. Subjects would be determined by the Library of Congress cards prepared for each title. The initial volume was scheduled to contain about 120,000 subject listings covering some 80,000 books under 30,000 subject headings with 20,000 cross references. November publication each year was planned.

Publishers' Weekly. New York: R. R. Bowker Company. 1872- .

This periodical is called "the American book trade journal," and the *the* could well be italicized. It serves to keep publishers, librarians, bookdealers, and all other persons interested in books fully abreast of new events in the book-publishing world. It carries a weekly listing of all books published in the United States during the previous week, with a "below-the-line" listing of many pamphlets, theses, and other publications not quite of book status. There is a monthly recapitulation of new books listed by author and title. The publication is most useful for its weekly and monthly listings of current date. Thereafter, you will find *Cumulative Book Index* a more useful guide. In addition, *PW* has periodic issues devoted to children's books, religious books, university press publications, and technical books, as well as fall, winter, and spring announcement numbers of forthcoming books. About once a year a résumé is made of new reference books. Each week there is a "Buyer's Forecast" of forthcoming books likely to sell particularly well, as well as a list of current best sellers. In recent years there has been a special section each month devoted to the "mass market," treating paperbound books.

Textbooks in Print. New York: R. R. Bowker Company. 1871- .

This annual publication, which until 1957 bore the name *American Educational Catalog*, normally appears in April each year. It constitutes an index to elementary-school and junior and senior high-school textbooks, as well as supplementary readers and pedagogical books. It lists virtually all new, revised, and in-print books in these categories, classified under subject headings and subheads. There are an author index and a list of publishers. The listings are not annotated; thus, the catalogue is chiefly valuable as a check list and buying guide.

Vertical File Index. New York: The H. W. Wilson Company. 1935- .

This publication, formerly called *The Vertical File Service Catalog*, dates back in its coverage to 1932. It is published at present as a monthly with annual cumulations. It is basically a subject catalogue of booklets, leaflets, and pamphlets that are currently available from a wide variety of sources. U.S. Federal government publications are not normally included, but occasional publications of agencies of state and local governments as well as of foreign information services in the United States appear in the listings. Many of the publications listed were prepared by commercial organizations, trade associations, or similar sources and are naturally commercial or propagandistic in purpose. They are included, however, if they have informational value. This index is arranged by subjects with the necessary information given for procurement of the publications, many of which can be secured free of charge. This is a particularly valuable aid not only to librarians but also to teachers, supervisors of club programs, adult education leaders, and the like. Publishers of books and periodicals who are seeking sources of material for reprinting, both text and illustrations, should also find this index helpful.

In addition to these sources, you will also find the various encyclopedia annuals useful guides to the literature of the years they cover. Coverage in such annuals as *Americana Annual* [6·1], *American Peoples Encyclopedia Yearbook* [6·1], *Britannica Book of the Year* [6·1], *Collier's Yearbook* [6·1], and *The New International Yearbook* [6·1], follows a standard pattern; each discusses new books under such headings as "American Literature," "English Literature," "French Literature," and the like. In addition, the *American Peoples Encyclopedia Yearbook* carries a résumé article called "Books of the Year," which includes a comprehensive listing of literary awards. Several of the annuals also carry articles on juvenile literature under one title or another.

9·3

General Bibliographic Aids and Sources

There are a great many both general and specialized bibliographic sources. Since the specialized sources are of value almost exclusively in connection with the subjects that they treat, I have listed them in this

book only in connection with those subjects, primarily under appropriate headings in Chapter 16. The Index will guide you to those listed there and elsewhere.

The following publications constitute

general bibliographic sources, sources that treat a wide variety of subjects, or other aids to the use and understanding of bibliographies:

A.L.A. Catalog. Chicago: American Library Association. 1926- .

This publication has to date appeared in five separate volumes. The initial volume of 1295 pages, which appeared in 1926, covers approximately 10,000 books. The second covers some 3000 titles appearing in the years 1926-1931 (1933; 340 pp.). The third covers about 4000 titles appearing in the years 1932-1936, (1938; 365 pp.). The fourth covers about 4000 titles published in the years 1937-1941 (1943; 306 pp.). The fifth treats over 4500 titles appearing in the years 1942-1949 (1952; 408 pp.). Each volume consists of a classified listing, arranged by Dewey Decimal System classification, of books deemed to be basic in any library collection. Each listing includes author, title, date, place of publication and publisher, price, page numbers and illustrations, and Library of Congress number. There are also brief descriptive annotations. Separate lists cover biography, fiction, and children's books. There are author, title, and subject indexes. These volumes are of particular use to persons wishing to form a library.

A.L.A. Index. 2d ed. Chicago: American Library Association Publications Board. 1901. 679 pp. Supplement: 1914; 223 pp.

This work is a predecessor to the present *Essay and General Literature Index* [9.2]. It consists of a subject classification of books devoted to essays and other factual literature, including biography, literary and art criticism, history, travel, and the social studies. The initial volume deals with books in English published before 1900. The supplement treats volumes published between 1900 and 1910.

American Library Resources: A Bibliographical Guide. Robert Bingham Downs. Chicago: American Library Association. 1951. 428 pp.

This compilation constitutes a directory to the existing directories of United States libraries and special collections of books. Its emphasis is on subject matter, and it lists the various bibliographies, union lists, check lists, etc., according to the subjects the collections treat, arranged approximately according to the Dewey Decimal System. This work, of

course, does not treat library collections to which catalogues or other guides do not exist. There is an author, subject, and library index.

Annual Library Index [8.4] includes listings of bibliographies that appeared in books and periodicals published during the years 1905-1910, as well as an index to general literature of the period.

Annual Literary Index [8.4] includes much the same kind of information on works that appeared during the years 1892-1904.

A Basic Book Collection for Elementary Grades. 6th ed. Chicago: American Library Association. 1956. 144 pp.

This is a selected buying guide to books of all sorts, selected by a joint committee of librarians and educators, which they deemed most suitable for use in the elementary grades. About 1000 titles in all are described, graded, and evaluated. Separate lists are included for fiction, picture books, and "easy" books. There is a list of recommended magazines. The index is to author, title, and subject.

A Basic Book Collection for High Schools. 6th ed. Chicago: American Library Association. 1957. 191 pp.

This is a similar guide to basic books for the high-school library, listing some 1700 titles. The appendix includes a guide to magazines and to sources of audio-visual material.

A Basic Book Collection for Junior High Schools. Elsa R. Berner, Mabel Sacra, eds. 2d ed. Chicago: American Library Association. 1956. 136 pp.

This is a similar guide to a minimum library for junior high schools. About 1000 book titles are described; a list of recommended magazines is included.

Bessie Graham's Bookman's Manual. Hester R. Hoffman, ed. 7th ed., rev. and enl. New York: R. R. Bowker Company. 1954. 820 pp.

This standard work was designed primarily for use by booksellers and librarians but is of value to anyone who needs help in acquiring a good basic library in the subjects that interest him most. It constitutes a guide to the basic books in a wide variety of fields, classified both by types and by subject matter. There are sections on various types of reference works, including encyclopedias and dictionaries, and on such subjects as drama,

biography, memoirs, novels, essays, and poems, as well as basic nonfiction. There is relatively little coverage of science and technology. The index is limited to authors.

Bibliographical Procedures and Style [4.4], designed as a how-to-do-it guide for the bibliographers of the Library of Congress, is recommended reading for anyone who must prepare a bibliography or work with bibliographies extensively.

Bibliographies: Subject and National, a guide to their contents, arrangement and use. Robert L. Collison. New York: Hafner Publishing Company. 1951. 172 pp.

This work consists of a reasonably objective selection of the most important bibliographies now available. Part I is a listing of bibliographies by subject, arranged by the Dewey Decimal System. Part II lists major universal or national bibliographies. There are annotations as to their coverage and problems of use. Nearly 400 works are listed. A number of charts indicate the interrelationships between various bibliographies listed.

Books for Catholic Colleges. Sister Melania Grace and Gilbert C. Peterson. Chicago: American Library Association. 1948. 134 pp. Supplement I: 1950; 57 pp. Supplement II: 1954; 64 pp.

This work constitutes essentially a supplement to Shaw's *A List of Books for College Libraries* (see below). That is, it lists works not mentioned by Shaw that are designed to fit the special curricular needs of Roman Catholic colleges and universities. The basic volume includes more than 1500 titles published from 1850 to 1947. The first supplement covers 608 titles published primarily in 1948 and 1949; the second supplement includes 582 books published largely between 1950 and 1952. In each volume, the lists are arranged alphabetically under broad subject headings. Full buying information as well as Library of Congress card numbers are given. There is an author-title index.

Books for Junior Colleges. Frank J. Bertalan, ed. Chicago: American Library Association. 1954. 321 pp.

This constitutes a list of more than 4000 in-print books, periodicals, films, and filmstrips selected for their usefulness in the junior-college library. The items were selected under the sponsorship of the American Association of Junior Colleges. They are arranged under 22 headings and many more subhead-

ings corresponding to the junior-college curriculum. Annotations include buying information and Library of Congress card numbers. There is an author and subject index.

Books to Build On. Elva Jean Hall. New York: R. R. Bowker Company. 1955. 66 pp.

This booklet presents basic book lists for elementary, junior high-school, and high-school libraries.

The British Museum Catalogue of Printed Books, 1881-1900. Ann Arbor, Mich.: Edwards Bros., Inc. 1946. 58 vols.: about 53,000 pp. Supplement, 1900-1905: 1950; 10 vols.: about 8000 pp.

This is an alphabetical catalogue of the accessions to the British Museum between 1881 and 1900, with a supplement covering the years 1900-1905. It includes primarily entries by authors. However, there are additional subject entries under such headings as writings about authors, countries, and a few other important topics. There are also a few title entries and many cross references. Brief bibliographic data are given under each listing. A revised edition of this work, covering additions to the library up to at least 1930, was begun in 1931, with volumes appearing periodically under the imprint of William Clowes of London. Though this work is far from completed, Clowes has already begun issuing supplements to the early volumes. This work is particularly useful since the British Museum includes a very large number of books from all parts of the world as well as nearly all those published in the English language.

British Scientific and Technical Books. New York: Hafner Publishing Company. 1956. 376 pp.

"A select list of recommended books published in Great Britain and the Commonwealth in the years 1935 to 1952," compiled from listings in the *Aslib Book List* [9.2] with the addition of other titles. The arrangement is by subject according to the Universal Decimal System, and works are classified by their degree of technicality. There are author and subject indexes.

Buying List of Books for Small Libraries. 8th ed. Chicago: American Library Association. 1954. 207 pp.

This is a frequently revised and updated annotated list of books selected for their basic

values and popularity in a general small library. Most of the 1800 titles in the current edition were published since 1945. The list is arranged by the Dewey Decimal System. There is a separate list of recommended books for young people; books in the adult list also popular with young readers are starred. Annotations include buying information and classification data. There is an author-title-subject index.

Catalog of Books Represented by Library of Congress Printed Cards. Ann Arbor, Mich.: Edwards Bros., Inc. 1942-1946. 167 vols.: about 108,000 pp. Supplement I: 1948; 42 vols.: about 26,800 pp. Supplement II: 1953; 24 vols.: about 15,360 pp.

This titanic publication represents a compilation of all Library of Congress author and main-entry cards printed between August, 1898, when the first cards were printed, and the end of 1952. The first issue covers all cards printed up to July 31, 1942. The first supplement carries the work through 1947, and the second supplement through 1952. Continuous updating is carried on through the issuing of monthly catalogues (SEE *Library of Congress Catalog*, below), and presumably further compilations will appear. It should be understood that this work does not constitute a complete cataloguing of all books in the Library of Congress, but only of those for which cards were printed during the period represented; however, it does cover a very large part of the library's holdings, as well as rather rare publications held in other libraries for which the Library of Congress has printed special cards. The cards have been photographed and reduced in size so that 18 appear on each page. They are arranged alphabetically. The work constitutes probably the best single source for bibliographic checking, since most of the cards include not only full basic bibliographic data but also extensive annotations, particularly on sets of books and the like.

Catalogue of the Books, Manuscripts, Maps and Drawings in the British Museum (Natural History). London: British Museum Trustees. 1903-1940. 8 vols.

This work is a catalogue of the entire contents of the Natural History Library of the British Museum as of about 1930. The first five volumes cover the collection as of 1903; the final three volumes cover later acquisitions. Each is arranged in alphabetical order, primarily under author headings.

Current National Bibliographies. Washington, D.C.: Library of Congress. 1955. 132 pp.

This work contains an annotated list of bibliographies of national literatures, both selective and exhaustive.

Dictionary of Anonymous and Pseudonymous English Literature. Samuel Halkett and John Laing. New and enl. ed., James Kennedy and others, eds. Edinburgh: Oliver & Boyd, Ltd. 1926-1934. 7 vols.

This is the revised edition of a work first published in 1882-1888 in four volumes. It consists of a series of entries arranged in alphabetical order according to title of the vast majority of anonymous and pseudonymous works published in the English language, with the best opinion as to their actual authorship indicated. In addition, brief bibliographical data are given. In many cases, the authority for the authorship is cited. Generally speaking, the initial seven volumes are limited to works published before 1900. An eighth volume, covering works published between 1900 and 1950, was published in 1956. Much of its material was drawn from the Library of Congress.

Fiction Catalog. New York: The H. W. Wilson Company. 1942- .

The basic publication of this series covered some 5050 works of fiction selected for their suitability for general libraries which were published prior to mid-1941. Supplements covering five- or three-year periods appeared in 1947 and 1950, and cumulated annual supplements are sent to subscribers. The work consists of a dictionary-type cataloguing of titles, by author, title, and subject. The titles include not only general fiction but also mystery stories, western stories, science fiction, short-story collections, and juvenile fiction. Books especially recommended for purchase by smaller libraries are starred. The analytic indexing by subject is unusually thorough.

Four to Fourteen: A Bibliography of Children's Books. Kathleen Lines. 2d ed. New York: Cambridge University Press. 1957. 351 pp.

A publication of the National Book League of Great Britain, consisting of an annotated bibliography of current and popular juvenile books arranged by subject and age levels. Some illustrations from listed works are in-

cluded. The new edition includes books published through 1955. Emphasis naturally lies on British publications.

Gateways to Readable Books. Ruth Strang and others. New York: The H. W. Wilson Company. 1944. 110 pp.

This is an annotated graded list of books, in a wide variety of fields, selected especially for their appeal to young people who have reading difficulties.

Granger's Index to Poetry. Raymond J. Dixon, ed. 4th ed., rev. and enl. New York: Columbia University Press. 1953. 1869 pp.

This work is the most recent edition of a standard index to poetry printed in anthologies. Though devoted primarily to English and American poetry, it also includes poems translated from foreign languages. The present edition indexes 577 anthologies in three indexes: a combined title and first-line index; an author index; a subject index.

A 474-page supplement to this edition was published in 1957. It indexes anthologies published during 1951–1955, covering 77 new works and 11 new editions of anthologies indexed in the basic volume of the work.

The anthologies represented were published between 1895 and 1950. Earlier editions of this work were called *Granger's Index to Poetry and Recitations*. They remain useful because the new edition has dropped a fair number of anthologies indexed in the previous editions and because indexing of prose recitations has been completely discontinued.

Growing Up with Books. New York: R. R. Bowker Company. 1955. 32 pp.

This booklet is a buying guide for parents to help them pick the best from children's literature. It is classified by age and subject.

Guide to Bibliographies of Theses, United States and Canada. Thomas R. Palfrey and Henry E. Coleman, Jr. Chicago: American Library Association. 1940. 54 pp.

This is a listing of the various lists of doctoral theses printed by many different sources. Some of the lists noted are of a general nature; others are devoted to specific subjects; others are lists of holdings by libraries and other institutions. This work is primarily helpful as a locator of specialized scholarly works. Supplements to the listings appeared in two editions of the *Bulletin of Bibliography* for September–December, 1945, and January–April, 1946.

A History of the Bibliographies of Bibliographies. Archer Taylor. New Brunswick, N.J.: The Scarecrow Press. 1955. 147 pp.

This scholarly work traces the development of bibliographies of bibliographies from earliest times to the date of publication. It is helpful in locating and assessing bibliographies of bibliographies.

How-to-Do-It Books: A Selected Guide. Robert E. Kingery. 2d ed. New York: R. R. Bowker Company. 1954. 262 pp.

This work, designed as a supplement to the *Bookman's Manual* (see above), is a highly useful guide to current "practical" subjects. It should be noted that "how-to-do-it" here receives the widest possible definition; the books listed range far beyond such subjects as crafts and home mechanics to include all types of collecting hobbies, the arts, nature study, and almost any other subject that deals with "doing" something. The latest edition includes about 3500 titles under some 900 headings alphabetically listed. Works under each heading are, where pertinent, listed in the order of their relative difficulty or from the general to the specific. Basic bibliographic data is given as well as occasional brief annotations. There are subject, author, and title indexes, as well as a directory of publishers.

Index Bibliographicus: Directory of Current Periodical Abstracts and Bibliographies. Theodore Besterman. Paris: United Nations Educational, Scientific and Cultural Organization. Vol. 1: 1951; 52 pp. Vol. 2: 1952; 72 pp.

This work is a postwar revival of a publication begun under League of Nations auspices. The first edition was published in Geneva in 1925 and the second in Berlin in 1931. The two volumes constitute a listing of periodicals in all languages that contain either bibliographies or abstracts or both. They are classified by subject and country of origin, and there is a title index. Vol. 1 deals with periodicals in the fields of science and technology; Vol. 2 treats periodicals in the social sciences, education, and humanistic studies. Only basic buying data is given; there are no annotations.

Index of Plays, 1800–1926. Ina Ten Eyck Firkins. New York: The H. W. Wilson Company. 1927. 307 pp.

This work constitutes an index to 7872 plays, by 2203 authors, that appear in more than 700 sources, including about 100 collec-

tions of plays. There is an author index with bibliographic data and some annotations as to the character of the play. There is a separate author and title index. A supplement, published in 1935, of 140 pages, indexes 3285 plays by 1335 authors published during the years 1927-1934. This work is continued in part by *Play Index* (see below).

International Catalogue of Scientific Literature [8·5] includes in its listings a large number of books in scientific and technical fields published in the years 1901-1918.

Know-How Books. Frank Seymour Smith. New York: R. R. Bowker Company. 1957. 317 pp.

"An annotated bibliography of do it yourself books for the handyman and of introductions to science, art, history and literature for the beginner and home student," this is a British equivalent to *How-to-Do-It Books* (above), listing primarily British works. More than 3000 books in all are listed in a Dewey Decimal System arrangement. There is a detailed index.

Library of Congress Catalog. Washington, D.C.: Library of Congress. 1953-

This publication is a continuation under a different title of publications begun in 1948 and 1950, respectively: *The Library of Congress Author Catalog* and *The Library of Congress Subject Catalog*. The material in these catalogues has now been cumulated in the *Catalog of Books Represented by Library of Congress Printed Cards* (see above), which records material received through 1952. Presumably the material in the current publications will eventually be permanently cumulated in the same form. This publication appears in two separate sections: The "Books: Authors" section contains all author cards printed by the library during the period covered. There are eight monthly issues with intervening quarterly and annual cumulations. In addition to books, there are three separate sections: A "Maps and Atlases" section appears in semi-annual and annual cumulations; a "Films" section appears in quarterly and annual cumulations; and a "Music and Phonorecords" section appears in semiannual and annual cumulations. The second major section, called "Books: Subjects," appears in quarterly and annual cumulations. It includes all major subject cards printed by the library.

It should be noted that the Library of Congress periodically publishes useful biblio-

graphic guides of many types. Two examples are *A Guide to Dutch Bibliographies*, published in 1951, and *A Guide to Soviet Bibliographies*, which appeared in 1950. Most of these bibliographies are far too specialized for listing in this book. Readers who wish to find out more about them are advised to consult one of the guides to government publications discussed in Chapter 11.

A List of Books for College Libraries. Charles Bunsen Shaw. 2d ed. Chicago: American Library Association. 1931. 810 pp. Supplement: 1940; 298 pp.

The basic volume of this work lists approximately 14,000 titles arranged in 24 general classes with many subclasses that are recommended as essential works for college libraries. The supplement covers some 3600 additional titles in 23 general classes published during the years 1931-1938. Basic bibliographic information is given, as well as evaluations based on cited book reviews in many cases. There are author indexes to both volumes.

Play Index: 1949-1952. Dorothy H. West and Dorothy M. Peake. New York: The H. W. Wilson Company. 1953. 239 pp.

This volume is something of a supplement, after a lapse of 18 years, to the *Index of Plays* (see above). It covers collections of plays published only in the years 1949-1952 and so does not supersede the earlier two volumes. This index is divided into four parts. Part I consists of an author-title-subject index to 2616 plays contained in 1138 volumes. Part II is an index to 162 major collections of plays. Part III is a cast analysis of each play, especially helpful to producers of amateur dramatics. It lists each play in one of four groups—all-male casts, all-female casts, mixed casts, and puppet shows—divided according to the number of players in each play. Part IV is a directory of publishers.

Scientific, Medical and Technical Books Published in the United States of America, 1930-1944. R. R. Hawkins, ed. New York: R. R. Bowker Company. 1946. 1114 pp. Supplement I: 1950; 514 pp. Supplement II: 1953; 579 pp.

This publication was prepared under the direction of the Committee on Bibliography of American Scientific and Technical Books of the National Research Council. Each volume constitutes a carefully selected and annotated list of books in all the different fields

of science and technology published during the years covered. It includes U.S. government publications but none by state or local governments; it includes some college but no high-school textbooks. The basic volume lists about 6000 titles, arranged by general subject classifications. The first supplement covers more than 2500 new titles published in the years 1945-1948; the second supplement covers nearly 3000 titles published in the years 1949-1952. Each listing includes full bibliographic and buying data as well as a brief descriptive annotation. There are author and subject indexes to each volume.

Standard Catalog for High School Libraries. 6th ed. New York: The H. W. Wilson Company. 1952.

This book is kept up to date with annual supplements; a new cumulated edition should appear in 1957. The sixth edition contains an author-title-subject index to 3610 books, 639 pamphlets, and 1038 other publications, including periodicals, deemed basic items for high-school libraries. There is also a classified catalogue of these publications with full cataloguing information. A Catholic Supplement to this edition adds about 600 books, 100 pamphlets, and 27 magazines to the list. They were selected by the Catholic Library Association for their value in connection with the specialized curricula of Roman Catholic secondary schools.

Standard Catalog for Public Libraries. 3d ed. New York: The H. W. Wilson Company. 1949. 2057 pp.

This is the most recent edition of a work that first appeared in 1934 and has been kept continuously up to date since then by supplements that appear annually and in triennial cumulations. The basic volume contains 12,300 titles of books, pamphlets, periodicals, and other publications chosen for their usefulness and popularity in small and medium-sized public libraries. The main part of the volume lists them in a Dewey Decimal arrangement with extensive annotations. This includes not only buying information, but also cataloguing data and some analysis of each book's contents. The latter is of special use to the librarian who is not overfamiliar with his library's contents and who needs guidance in selecting books for reference purposes. He is aided by the author-title-subject analytical index that accompanies the volume. About 2500 books that are especially recommended are starred.

A Student's Manual of Bibliography. Arundell Esdaile. Rev. by Roy Stokes. 3d ed., rev. New York: Barnes & Noble, Inc. 1955. 392 pp.

This standard work supplies the beginning bibliographer with the essential background information he needs on bookmaking and the assembly of bibliographies. A bibliography on the subject lists more than 300 books.

Subject Index to Books for Intermediate Grades. Eloise Rue. 2d ed. Chicago: American Library Association. 1950. 576 pp.

This work analyzes about 1800 textbooks and other books selected for their usefulness in the intermediate grades. They are discussed under some 6500 subject headings. Besides bibliographic information, each item includes grading data and a discussion of its particular uses. Teachers have found this work useful in setting up units of study.

Subject Index to Books for Primary Grades. Eloise Rue. Chicago: American Library Association. 1943. 236 pp. 1st Supplement: 1946; 76 pp.

This work performs much the same job of analysis as the above volume by Rue in treating over 500 readers and other books used through the third grade in American schools. They are discussed under some 1500 subjects. The supplement treats an additional 225 titles, including an index of rhythm books by specific rhythms as well as by subjects.

Union Catalogs in the United States. Robert Bingham Downs, ed. Chicago: American Library Association. 1942. 409 pp.

This work includes two types of material. There are discussions of the mechanics of organizing and maintaining union catalogues as well as descriptions of the various regional catalogues and the national catalogue maintained by the Library of Congress. In addition, there is a directory of union catalogues in the United States. A bibliography and index are included.

Union List of Microfilms. Rev., enl., and cum. ed. Ann Arbor, Mich.: J. W. Edwards, Publisher, Inc. 1951. About 1000 pp.

This work supersedes an earlier edition published in 1942. Both were prepared by the Philadelphia Bibliographical Center and Union Library Catalogue. The main volume lists about 25,000 titles held in microfilm by nearly 200 U.S. libraries through mid-1949.

9.4 GUIDES TO REFERENCE WORKS

Annual and triennial cumulative supplements have been adding new titles at the rate of about 5000 a year. The listing of each item includes bibliographical data, Library of Congress classification, and the location of both microfilms and the original material when possible. Items are listed alphabetically. Periodicals as well as books are included.

United States Catalog: Books in Print, 1899.
Minneapolis: The H. W. Wilson Company. 1900.

This publication, with its three subsequent editions, kept current by various supplements and by its sister publication, the *Cumulative Book Index* [9.2], provides the most complete available record of book publishing in America since 1898. The second edition records "books in print, 1902"; the third edition lists "books in print, January 1, 1912"; and the fourth lists "books in print, January 1, 1928." Supplements were issued covering the years 1902-1905 and 1912-1927, all of which are augmented and presently kept current by *CBI*. The first three editions are limited almost entirely to books published in the United States. The fourth edition has considerably expanded coverage, to include Canadian books, British books published in American editions, and many Federal- and state-government publications. The first edition contained separate author and title indexes. Succeeding editions have contained author-title-subject indexes in one alphabet. Earlier editions of the work remain useful for their listings of works no longer in print as well as their more ex-

tensive annotations of works that have appeared in several editions.

Whitaker's Five-year Cumulative Book List, 1948-1952. New York: R. R. Bowker Company. 1953. 1560 pp.

This work consists of an author-title listing of all books published in the United Kingdom during the years 1948-1952. It is a most useful supplement to the *Cumulative Book Index* [9.2] since it includes many titles not covered in that work, particularly minor publications, and because it includes bibliographic data on many books published later in American editions.

A World Bibliography of Bibliographies.
Theodore Besterman. 3d and final ed.
Geneva: Societas Bibliographica. 1954-1956. 4 vols.

This final edition of a standard work covers material available through the end of 1953. Financed in part by a UNESCO grant, the author was able to add much material found in the Library of Congress. It consists of a listing of about 80,000 sources of bibliographies, including books, bibliographical catalogues, calendars, abstracts, digests, and indexes, in more than 45 languages. They are arranged under some 10,000 subject headings and subclassifications. Each item that appeared in earlier editions has been checked and revised where necessary. This is the most comprehensive bibliographical guide available and a necessary tool for all university and large public libraries.

9.4

Guides to Reference Works

Besides this book, there are a number of works that serve as guides to reference books. Immodesty forces me to say that I believe *How and Where to Look It Up* to be the most useful for the largest number of readers. I have designed it with that goal in mind. In doing so, however, consistency of coverage has demanded that I place less emphasis on certain subjects in my listings than do other similar works that have more specialized audiences in mind. Readers with particular interests emphasized in one or another of these works may, therefore, find them as useful as I do on occasion:

Basic Reference Sources: An Introduction to Materials and Methods. Louis Shores. Chi-

cago: American Library Association. 1954. 378 pp.

This book, by perhaps the best known of American reference librarians, is based on the author's previous *Basic Reference Books*. The most notable difference is that in the new book coverage has been expanded to include sources of information other than books, notably audio-visual aids, picture sources, and organizations and agencies. This book, like its predecessor, is designed primarily as a textbook for the librarian in training. It serves equally well as a refresher course for the librarian at work or as a guide to the librarian who has had little formal training in reference work. The author's approach is to discuss the various types of reference works and to cite

and discuss the use of some 550 books that belong to the different types. There is an author-subject-title index.

Bessie Graham's Bookman's Manual [9.3] includes in its listings descriptions of several hundred reference works, primarily of a general nature. It gives greatest coverage to such works as encyclopedias, dictionaries, atlases, gazetteers, and general bibliographical sources.

Business Information and How to Find and Use It [16.69] contains an extensive listing of reference books of special use to the businessman.

The Classified List of Reference Books and Periodicals for College Libraries. W. S. Hoole, ed. 3d ed. Atlanta, Ga.: Commission on Colleges and Universities, Southern Association of Colleges and Secondary Schools. 1955. 227 pp.

This work, first published in 1950, is a cooperative project undertaken by about 100 Southern college and university libraries and naturally represents their regional point of view. It lists 1447 reference books and 564 periodicals in its current edition. Listings are grouped by broad subject headings in five major divisions: general, biological science, humanities, physical sciences, and social sciences. Annotations are limited to basic bibliographic information for books and buying data for periodicals.

Directory of Reference Works Published in Asia. P. K. Garde. New York: Columbia University Press. 1956. 166 pp.

An annotated guide to Asiatic reference works, prepared under UNESCO auspices and written in English and French.

Facts, Files and Action in Business and Public Affairs. J. Edwin Holmstrom. London: Chapman & Hall, Ltd. 1951-1953. 2 vols.: 449 pp. and 280 pp.

This work represents a unique approach to the utilization of factual sources. It is written primarily for the use of men of affairs and, of course, has a strongly British emphasis. But it should prove of value to persons of many interests in the United States as well as Britain. Vol. I is subtitled "Sources and Backgrounds of Facts." It consists of 30 chapters on various broad subjects of interest or knowledge, ranging through cultural, economic, and social fields. Each chapter describes the essential factual backgrounds of each subject and cites and comments on the basic sources of information in each field.

The comments run informally. A bibliography of all books cited, some 946 of them, is included as an appendix. Most of the books cited are either reference works or books of facts in specialized fields. There is an author-subject index. Vol. II, subtitled "Filing, Indexing and Circulation," treats the efficient organization of information, either in the form of books in a library or in files. A number of useful informational sources are also cited in this volume, with a parallel bibliography. Vol. III, treating "The Planning and Ensuing of Action," was in preparation in 1954.

Guide to Reference Works. Constance M. Winchell. 7th ed. Chicago: American Library Association. 1951. 645 pp. Supplement: 1954; 117 pp.

This work, in different editions, has been for more than a half century a stand-by of American librarians, constituting as it has the most comprehensive guide to reference books of all types in print. Its first two editions, of 1902 and 1908, were prepared by Alice Bertha Kroeger. After her death, Isadore Gilbert Mudge edited the editions of 1917, 1923, 1929, and 1936, and the book became familiarly known as "Mudge." Periodic supplements kept the work up to date between editions. The present edition was prepared by the reference librarian of Columbia University Library with considerable help from various other librarians, associated primarily with university libraries. It is perhaps for this reason that the book in its present edition appears to emphasize reference works most probably to be found in university collections and of greater interest to students and researchers in scholarly fields than to many patrons of public libraries and fact seekers in less erudite fields. The basic volume lists about 5500 works, including a few periodicals and basic government publications. A great number of them are essentially reference *tools* rather than sources, being bibliographies, indexes, and similar guides, numbering somewhat more than will be found in this book. Among them are a large number of foreign publications, both in English and in foreign languages, many of which will be found only in the larger university libraries. Bibliographic information is detailed, and prices are given for many items. Listings are arranged roughly by Dewey Decimal subject classifications, with many subdivisions, with books appearing under the subject with which they are primarily concerned. There is no cross-referencing between subjects to books listed elsewhere.

Annotations of varying length and detail appear under most of the listings. The index consists largely of entries by authors and titles; subject entries are limited to major fields. The basic volume covers largely books published up to the end of 1949. The supplement, which follows the same pattern as the basic volume, lists about 1000 new works published in the years 1950-1952 for the most part. There are cross references to listings of works in the basic volumes when new editions have appeared.

Handbook of Commercial, Financial and Information Services [16.69] lists a large number of reference works and reference services of special value in business and industry.

How-to-Do-It Books [9.3] contains in its listings a fair number of books that can be called reference works, especially books of factual information in specialized fields. Especially valuable are its listings of nature study guides and books on the various arts and crafts.

Introduction to Reference Books. A. D. Roberts. 3d ed. London: The Library Association. 1956. 237 pp.

This book is comparable with Shores's *Basic Reference Sources* (above) and performs a similar service for British library students and librarians. That is, it discusses the various broad categories of reference works and cites the principal examples of each type. Naturally, the emphasis is on British works. The new edition contains addenda devoted primarily to news of new editions of works cited in the first edition. There is an author-title-subject index.

Reference Books, a classified and annotated guide to the principal works of reference. John Minto. London: The Library Association. 1929. 2 vols.: 356 pp. Supplement: 1931; 140 pp.

This is a less complete and now considerably less up-to-date work similar in nature and organization to Winchell's *Guide to Reference Works* (see above). Naturally, it tends to emphasize works of British origin and interest.

Sources of Business Information. Edwin T. Coman, Jr. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1949. 406 pp.

This work is a comprehensive discussion of reference works from the point of view of their value to the businessman. It cites perhaps 500 books, periodicals, and other infor-

mational sources in such fields as business biography, statistics, finance, real estate, insurance, accounting, management, sales, industrial relations, transportation, trade, and basic industries. Naturally, many of the works cited have value outside the specific field of business. The work is well indexed.

Sources of Information and Unusual Services [12.2] lists a very few basic reference works plus a fair number of publications of specialized information prepared by organizations and the like.

Subject Guide to Reference Books. Herbert S. Hirshberg. Chicago: American Library Association. 1942. 259 pp.

This work lists about 1700 reference books selected for their usefulness to the reference librarian in school and public libraries. The author's purpose is to suggest likely sources to questions commonly asked of reference librarians. To this end, he chose to include works of a basically "practical" nature. About a third of those listed here do not appear in the more scholarly listings of the sixth edition of *Guide to Reference Works* (see above). Listings appear under subject headings arranged alphabetically. A large number of works, containing information in several fields, are listed several times under each appropriate heading. Bibliographic information is slighted, but the annotations are usefully to the point. Full bibliographic information, however, is given in an appendix on books not listed in *Guide to Reference Works*. Many of the works cited in this book are now out of print and out of date. There is an index by either author or title.

Subscription Books Bulletin [9.1], when a complete file of all issues is available, constitutes an excellent guide to reference books published between 1930 and 1956, especially those sold by subscription methods, though some others are also reviewed. The files offer a useful source of information to the person who wishes to trace the history of certain works through their various editions and revisions. The publication was combined in 1956 with the *Booklist-Subscription Books Bulletin* [9.2].

In addition to the above general guides to reference works, there are a limited number of guides to reference sources in special fields. These are listed under the subjects to which they pertain, primarily in Chapter 16.

Directories form the largest single category of reference works. I should need the facilities of the Census Bureau to compute even an estimate of the number published annually in the United States. The Copyright Office's *Catalog* provides only a partial count, for many local directories are not copyrighted. It would be an underestimate to say that the number of directories in print in the United States today exceeds 100,000. This figure, of course, includes all the different telephone directories, city directories, directories of local clubs and organizations, as well as commercial and cultural directories of regional, national, or international scope.

A collection of directories in print would fill a medium-sized library. Such a collection would provide a rich mine of information. To understand fully the informational values of directories, you need first to know who produces them and what basic types there are.

The majority of directories are put out by commercial firms or organizations. Telephone companies publish the greatest number, but many other commercial organizations also publish directories. Some publishing houses make a business of producing directories of various types. A number of trade magazines publish annual directories of the industries they serve. Trade organizations produce directories of various types.

The second major source of directories is noncommercial organizations, ranging from local social clubs to groups with state, national, and international membership.

Governmental agencies are the third major producer of directories. These may be on the local, state, national, or international levels. They cover both governmental and nongovernmental fields.

These sources' various publications fall into three broad classifications:

PERSONAL DIRECTORIES are limited to the listing of names, usually with addresses and sometimes with further information, of persons who share something in common. Into this category fall the telephone directories; listings of members of all types of organizations; city directories; college

• 10 •

DIRECTORIES

alumni directories; directories of officials of government, of organizations, of commercial firms. A number of other publications not usually classed as directories also belong to this category. For example, the various "Who's Whos," both general and specialized, consist essentially of lists of persons selected for their prominence. They give personal data about each, including in most cases their home or office addresses or both.

CULTURAL DIRECTORIES are devoted primarily to listings of organizations or institutions of a noncommercial character. Many also include information about specific persons, such as officials of the groups listed, but their chief emphasis lies on groups rather than persons. They range in scope from simple listings to works that describe in detail the history, purpose, and activities of the groups they cover.

COMMERCIAL DIRECTORIES list firms and organizations engaged in similar industries, trades, or professions. These, too, often contain some personal data about the leaders in the fields they cover. But, again, their emphasis lies on groups or entities rather than individuals. Many contain extensive information of a descriptive, historical, or analytical nature.

The above should make readily apparent

most of the informational functions the various directories fill. I should like to comment, however, on the most important of these functions:

1. Even if one excludes the "Who's Whos" and similar biographical works, directories remain a rich source of biographical information. On the personal level, an appropriate directory is the quickest way to find the address of a friend you have lost track of. If he is a dentist, for example, he's probably listed in the *Directory of the American Dental Association*. If you went to school with him, your alma mater may publish a directory of alumni. If you know the town he lives in, you may find him in his local telephone or city directory.

In addition, many directories provide personal information on people about whom you're curious. Biographical listings often include date and place of birth, details of education and career, church and political affiliations, memberships in clubs and organizations, marital and family data, and the like. Many a successful fortune-teller has gained his reputation for clairvoyance on the information his clients have forgotten they have supplied to a directory. More respectably, salesmen, fundraisers, and other persons whose success depends on the friendly relations they can establish with persons with whom they deal have found directories valuable sources of personal "ice-breakers."

Directories are usually the best sources for confirming the current status of persons. You can find out whether Mr. So-and-so is still vice-president of his company by consulting the directory in which his firm is listed. Conversely, you can find who holds a particular position in a firm or organization by looking into the appropriate directory. Such information is valuable if you wish to write to a specific person rather than a nameless official.

2. The most important commercial use for directories is as a source of names and addresses for mailing lists. It is no secret that the foundations of the mailing lists compiled for sale are directories of all types. Mailing-list firms offer valuable services; frequently they obtain names and

addresses from sources other than generally available directories. On the other hand, persons who buy mailing lists should realize that they can often obtain lists identical in usefulness from directories at a fraction of the cost. In addition, they gain in assurance that their mail is actually going to persons interested in what they have to sell. Directories, of course, are equally valuable commercially as sources of single specific addresses.

3. Another important commercial use of directories is as buying guides. Many commercial directories carry fairly extensive descriptions of the products of the companies they list. Thus, you can use them in choosing a firm that is likely to make the product you are looking for. And, if freight costs are an important factor, you can choose a company near to you. The collector or hobbyist can often find a guide to dealers in antiques, paintings, stamps, rare books, or whatever else he is interested in.

4. Certain directories are valuable in checking on current or potential customers. Various publications supply such data as credit ratings, current and past earnings, properties and assets, connections with other companies, organizational histories, and stock ownership and status. Directories can also give salesmen leads to new customers.

5. Commercial and organizational directories of various types are useful guides to sources of information. In Chapters 12 and 13, I discuss how companies and organizations may be used as informational sources. For example, the teacher who wants to obtain educational material for her class on the making of glassware can usually obtain suitable material from a large glass manufacturer. Her problem is to find the name and address of a firm large enough to support a public-relations program. Often her best guide is a business directory.

6. Other directories supply a great deal of information in noncommercial fields. Directories to organizations offer such data as the dates they were founded, their histories, their activities, their publications. Educational directories supply the basic

information parents and young people need in selecting schools. A number of directories supply basic vocational information. Others provide listings in a wide variety of categories—from summer camps to institutions caring for the handicapped to lists of hotels and restaurants. Many directories of industries afford valuable statistical data on the industries they cover.

The information in many directories is often useful for purposes other than those for which they were essentially created. For example, if you were trying to decide whether you wanted to move to a certain town, you would probably find the data in one of the various market guides more useful than what you would find in a strictly geographical source such as a gazetteer.

10·1

How to Use Telephone Directories

Telephone directories, as sources of information, go far beyond their basic function of supplying an alphabetical listing of names, addresses, and phone numbers. American intelligence officers have told me that there is a brisk trade in telephone directories on both sides of the Iron Curtain. Communist agents have stolen special phone books used by U.S. forces in Europe, since their listings supply a good outline of the disposition of American troops in the areas they cover. Similarly, phone books from the Communist nations are equally prized by Western intelligence agencies. Hungary, for example, publishes only two telephone directories; one covers Budapest, the other the rest of the country. Analysis of the listings in these two books provides such information as the location of army headquarters, industries, security forces, and other points of intelligence interest. It is a reasonable assumption that the Soviets acquire and study directories for American cities with equal interest and perhaps even greater success in locating installations, factories, and the like.

But spies are not the only people who can use telephone books to advantage in obtaining information. A friend once asked me if I knew anything about a man with whom he had a business engagement. By studying the city, suburban, and classified directories, we learned much about the company with which the man was affiliated—the date it was founded; the fact that the man's father had founded it but had retired; the products it manufactured. We also got a fair estimate of the man's wealth from his home address, and we discovered that he was either divorced or separated from his

wife. My friend went to his engagement with a far better idea of the man with whom he was dealing. You may not always be so successful in discovering information from phone books, but you will be amazed how much you can find out if you know how to exploit the data in them to the utmost.

Two types of telephone directories are in common use—the alphabetical list of subscribers and the classified directory, commonly called the "Yellow Pages."

THE SUBSCRIBERS' DIRECTORY lists all subscribers who wish to be listed who live within a given area. This may include part of a city as in New York, where there are separate directories for the various boroughs; an entire city as in Chicago, whose directory is the world's largest; or a city or town and the surrounding rural area. Suburban areas of large cities normally are covered in one or more separate directories, with each important suburb also having its own separate directory. In most smaller cities and towns, the subscribers' and the classified directories are bound together in one volume.

The front pages of the subscribers' directory normally include general information on how to use the telephone, information on the various services offered by the phone company, and rate data. The first page usually carries emergency numbers for the police and fire departments; phone company business phones; and numbers for such informational services as the correct time, the weather, and whatever else the local phone company may offer. The directory for Vienna, Austria, lists a number you can call to get an "A" for tuning musi-

cal instruments; however, I know no U.S. city that has a similar service.

The chief trick in using the subscribers' directory is understanding its system of alphabetization. I discussed this in some detail in the section on alphabetization in Chapter 2. The chief points to remember are:

1. Alphabetizing in the phone book follows the word-by-word system.

2. The word "and" in a listing is represented as "&" and is ignored in alphabetizing. Thus "Jones & Jones" will be alphabetized as "Jones Jones," following "Jones John" and preceding "Jones Julius."

3. Names that begin with "Mac-" are alphabetized between "Mab" and "Mad"; but names that begin with "Mc-" are placed between the "Mb's" and the "Md's," if any, or between the "Ma's" and the "Me's." Thus, if you're not sure whether a name begins with "Mac-" or "Mc-," you should look in both places before you give up.

4. Names that are compounded with prefixes, such as D', De, Del, Di, Fitz, L', Le, La, Los, O', San, Santa, Van, Van Der, Von, Von Der, and the like, are treated as one word, with punctuation and spacing, if any, disregarded in the precedence of listing.

5. When abbreviations are used in directory listings to economize on space, such as "Chas," "Co," or "Natl," such words are alphabetized as they would be if they were spelled out in full. Entries that consist of single letters, however, are alphabetized as letters at the first of their respective alphabets. Even though joined with other words by hyphens, such letters are treated as single words, for example:

A One Radio Shop
A-1 Serv Sta
AAA Garage

6. When a directory entry begins with a numeral, whether stated as a number or spelled out, it is alphabetized as if it were spelled out in the way that it is commonly pronounced. When a number as pronounced forms a compound word (such as "two-forty"), the first word controls the alphabetical sequence. However, when sev-

eral such compounds begin with the same numeral, the sequence then becomes numerical. For example:

12 O'Clock Club
20 N Main Bldg
Twin Drug Co
Two-Spot Restaurant
2 Way Inn
210 Bldg Corp
240 Club
280 Club

7. Most telephone directories are intelligently cross-referenced from one spelling of a name to an alternate spelling. If you're not sure of a spelling, look for the suggested cross references.

8. Names of persons are almost always listed under surnames. Nonpersonal listings, such as those of companies, organizations, or institutions, normally appear under the first word in the name other than an "a," "an," or "the." When such a listing contains another key word in it, you will sometimes find a second listing under that key word. For example, the Manhattan directory contains listings for the Museum of Modern Art under both "Museum" and "Modern."

9. Government agencies, local, state, or Federal, are listed in most directories, especially in larger cities, in a group under the name of the city, the state, or "United States Government," respectively. You will seldom find them listed individually. Thus, in Chicago, if you want to find the number of a district police station, you must first look under "Chicago—City of" and then under "District Police Stas." State agencies appear under "Illinois—State of."

One problem you may meet in using the directory of a city with which you are not familiar is in translating the abbreviations used for addresses. The best solution to this problem is to consult the street directory you will normally find in the early part of the classified directory.

In addition to names, addresses, and phone numbers, the subscribers' directories are a source of one other piece of useful information. Listings of business offices, both of individuals and of companies, are often accompanied by a phrase identifying

the profession, business, or chief product of the listee. This is of great help in the case of companies you don't know where to locate in the classified directory. It also helps you identify a personal listing when the person you are looking for has a name identical or similar to that of other persons listed, since in such cases business and home phones are paired.

CLASSIFIED DIRECTORIES. Telephone "Yellow Pages" are slightly more difficult to use than standard subscribers' directories but are far more informative. First of all, most classified directories for larger towns and cities contain in their front or final pages a street directory, sometimes a street or public transportation map or both, and almost always a map of postal zones. The street directories are of course helpful to persons visiting a strange city. The Manhattan classified book even contains a formula you can use to determine the approximate location of the city's bafflingly numbered north-south addresses. The postal zone maps are useful in expediting delivery of mail.

Classified directories consist basically of listings of business names, addresses, and phone numbers under appropriate headings of businesses, products, professions, trades, and services. The headings are arranged alphabetically. The headings are selected rather arbitrarily; for example, you will find book dealers listed under that heading, but you will find book publishers under "Publishers—Books." But the various headings are so extensively cross-referenced under every conceivable variation of name for businesses, trades, services, and products, that you will seldom have much trouble in finding the proper headings for what you are seeking. Where a person or company deals exclusively in one product, service, profession, etc., he or it may appear only once in the directory or under both a general and a special heading. Where the listed person or company deals in two or more products or services, the name will appear under each heading.

Listings under each heading appear alphabetically, following the same rules for order as are used in the main subscribers' directory. The amount of information given

with each listing varies considerably, however, since up to a certain maximum, subscribers listed can buy as much space as they wish to use for advertising.

Classified directories have many different informational uses. Some of the more important ones are:

1. *To locate sources of information.* For readers of this book, perhaps the greatest value of the classified directory is its help in finding where to call for information you are seeking. Most medium-sized and all large cities house headquarters or organizations that are primary sources of information in their specific fields. Without knowing the exact name of such organizations, you are stymied by the regular subscribers' directory. Often, however, by looking through the listings under the heading "Associations" in the classified directory, you will find a likely source to call. People with personal troubles are often unfamiliar with the names of agencies that can help them. The listings under "Social Service Organizations" usually provide a quick way for them to find out where to call. If you want educational material on a product, a manufacturing process, or a similar subject, it is easy to find in the Yellow Pages a firm whose public-relations department will probably be glad to send you the desired information. Teachers particularly can make valuable use of the classified directory in locating free educational material or in arranging for their students to visit factories or institutions. Club program directors can also use the directory to locate companies that will supply speakers or educational films for organizational use.

2. *As a source of statistical information.* One of the major reasons for intelligence agencies' interest in the phone books of other countries is the economic data that can be gleaned from a careful analysis of classified directory listings. You can acquire a good idea of the size of a particular industry in a locality by counting the number of listings. Study of the advertisements that accompany many of these listings will often give you an even clearer picture of the industry's importance in a community. Use of a city map along with the addresses given in the Yellow Pages' listings will pre-

sent a picture of the distribution of various types of industries in a given area.

3. *To locate suppliers of particular products or services.* Most firms and persons advertise in the Yellow Pages because they want you to call them. For that reason, many listings give detailed information. One special use of the classified directory is to find a store selling a product you want or a person supplying a needed service who lives in your neighborhood. For example, a stranger in a city who needs a pediatrician in a hurry can usually find one with a nearby office by thumbing through the list of "Physicians and Surgeons." Often doctors' individual specialties are indicated in the Yellow Pages' listings. Or, the stranger can locate a nearby hospital that will give him the name of someone to call. Another special use of the classified directory is to locate dealers in brand-name goods of all kinds. For instance, all the dealers in a make of automobile usually are listed together under the make's name in the section on "Automobile Dealers." Classified listings often also are quite specific on the exact type or scope of services listees offer. Listings under "Furniture Movers," for instance, may indicate which firms work only locally and which ones move people's goods from city to city.

4. *To locate potential customers.* If you have a product to sell that is of special interest to particular businesses or professions, the classified directory offers a ready-made mailing list. Salesmen working in a strange city find the Yellow Pages a source of valuable leads.

5. *To locate listings you can't find in the subscribers' directory.* For example, you may not remember the precise name or address of a paint store you want to call. It is a fairly simple matter to run through the listings under "Paint Dealers" to refresh your memory. Perhaps you want to call your plumber but don't remember his full name or address. Looking under "Plumbers" should at least narrow down your search if not solve your problem completely.

6. *To trace a phone number.* The classified directory can often be used to tie a number and a name together. For example,

employers advertising for help in a newspaper often give only a phone number to call. If the advertisement gives any clue to the advertiser's business, it is frequently a simple matter to match the phone number with a company name under the appropriate heading in the classified directory.

7. *To obtain a full name.* For example, if you know a person's last name and business, but don't remember his first name, you can often find this out by looking under the right heading in the Yellow Pages. This is a particular help if his last name is something like Smith or Johnson. Of course, you can also obtain addresses in this way.

STREET-ADDRESS DIRECTORIES. In many cities, special directories have been published that list telephone listings, both names and telephone numbers, in the order of their location by streets and street numbers. These directories are normally leased rather than given away. Such directories have valuable commercial uses. For example, a new merchant in a community may wish to send announcements of his store's opening to all persons in the neighborhood. Such a directory provides him a nearly complete mailing list. Or, a real estate agent may want to identify who lives in a specific building. This directory will tell him. These are among the other uses for street-address directories: to aid deliverymen in finding the correct address, to locate a nearby telephone when the one you are calling doesn't answer, for telephone canvassing, to locate a telephone number when only an address is given, and to permit complete surveys of an area.

OUT-OF-TOWN TELEPHONE DIRECTORIES. There are many times when you may want to consult an out-of-town telephone directory. For personal use, you can find in them addresses of friends you have lost track of. Out-of-town classified directories are just as good sources of specialized mailing lists, of sources of supply, or of sales leads as are local directories. Most people have more ready access to such directories than they may realize. You can, first of all, usually buy any out-of-town directory you want from your telephone company. Secondly, many local telephone offices have a library of out-of-town directories, particu-

larly for larger towns and cities, which you are welcome to use. Large department stores in many cities keep major out-of-town directories in their customers' service departments. Many public libraries now have collections of out-of-town directories, including in some cases directories from

foreign cities. These sometimes prove the only available sources of addresses of persons or companies abroad. For example, in preparing this book, I used such directories in locating the addresses of European publishers that did not appear in any of the standard publishers' directories.

10·2

Guides to Directories

As I noted earlier in this chapter, a minimum of a hundred thousand different directories are in print in the U.S. You will find no single guide to all these directories or even a small portion of them. There is no real need of course for a listing of the thousands of telephone books since one can assume a directory exists for all towns of any size. There are, however, a large number of directories of interest to a relatively limited number of people that are not listed in any of the various guides to directories. These are primarily directories of organizations of various types, both social and commercial. Their memberships are usually limited to one community or, at most, to one state. Directories of larger organizations, whose memberships cover several states or the entire nation, are usually listed in one guide or another.

It is not so difficult to discover the existence of the unlisted guides as it might seem. Let us say, for example, that you wish to obtain a directory of the members of a state nursing association. Such an organization probably has its headquarters in the state capital or the largest city in the state. The headquarters should then be listed in the proper phone directory. A letter or phone call can quickly determine whether a directory exists and, if so, whether you can get a copy. The business department of your local public library may also know about local business directories and may have copies of those you want. Similarly, the editorial offices of trade papers probably know whether directories of commercial organizations in their own fields exist.

Your chief problem is likely to be, not finding out about directories of local organizations, but rather obtaining copies of them. It is common knowledge that the primary use persons outside an organiza-

tion make of such directories is to solicit business from members in one way or another. For that reason, many organizations forbid selling or giving copies to nonmembers.

I have listed in this book a considerable number of directories of broad interest, either of national organizations or covering fields of national and international interest. In addition, many other publications listed in this book contain sections that constitute directories in one form or another. You will find the essentially biographical directories, such as the various "Who's Whos," listed in Chapter 14. Most of the others appear under appropriate subject headings in Chapter 16.

If you are interested in directories of lesser importance not listed in this book, you may find them discussed in one of the following guides to directories:

Business Directories: A Key to Their Use. Marian C. Manley. Newark, N.J.: Newark Free Public Library. 1934. 63 pp.

This guide is rather out of date, but it remains valuable for the publications it lists that are still in print since it makes extensive comments on possible uses for them.

Current British Directories. G. P. Henderson. London: Staples Press, Ltd. 1952. 237 pp.

This guide to directories of the British Isles lists both those of local interest and those covering special fields on a national basis. There is a subject index. Each listing includes a descriptive annotation.

Directories for the Business Man. Laura A. Eales. New York: Special Libraries Association. 1938. 66 pp.

This work lists about 975 different directories grouped according to the fields they cover.

The Directory of Directories, Annuals and Reference Works. London: Business Publications. 1950. 256 pp.

This guide lists chiefly directories published in the British Isles, Canada, and the rest of the British Commonwealth. It includes directories of fairly broad interest of all types, not only commercial but also cultural and social.

Directory of Trade Directories. Chicago: Burns Directory and Service Organization. 1936.

This useful publication has long been out of print and its publishers do not plan to revive it. It remains useful, however, as a guide to publications still in existence since it gives perhaps the widest coverage of any guide to American directories of all types. Emphasis lies on commercial directories but there are also lists of guides in various social and cultural fields. One helpful feature is the mentioning of directories that appear each year in special issues of trade periodicals.

Guide to American Business Directories. Marjorie V. Davis. Washington, D.C.: Public Affairs Press. 1948. 242 pp.

This book, prepared by an official of the U.S. Department of Commerce, lists approximately 1500 business and professional directories published in the U.S. They are arranged under about 125 different headings according to the businesses to which they pertain. Under such headings, in many cases, they are further sorted by the states they cover. Each listing includes the name of the directory and its publisher, price, and time and frequency of publication. A brief annotation describes each publication's contents. At the end of each subject listing appear references to related directories listed elsewhere in the book. An alphabetical index of directory titles appears at the end of the volume.

Guide to Foreign Business Directories. Washington, D.C.: U.S. Department of Commerce, Foreign Commerce Bureau. 1955. 132 pp.

This useful publication constitutes an annotated list of foreign commercial directories of special interest to the American businessman interested in foreign trade.

Guide to the National and Provincial Directories of England and Wales, excluding London, Published Before 1856. Jane E. Norton. London: Royal Historical Society. 1950. 241 pp.

This bibliography of old British directories should be of considerable help to the serious researcher in English history and should aid in confirming many items of biographical data. It indicates where copies of many of the directories listed may be consulted. It complements *The London Directories* (see below).

Handbook of Commercial, Financial and Information Services [16·69] lists numerous directories of business and industrial interest.

Industrial Arts Index [8·5] lists new editions of many business directories under the heading "Directories."

Industrial Marketing Magazine, in its annual "Market Data and Directory Number," lists at the end of each section on separate businesses sources of further information that often include directories.

Institutions and Individuals, an annotated list of directories useful in international administration. Katrine R. C. Greene, compiler. Chicago: Public Administration Clearing House. 1953. 68 pp.

This booklet constitutes an annotated bibliography of about 220 different works, primarily directories, that are useful sources of information in the field of international affairs. The listing is alphabetical, with cross references to subjects. The contents of each work are fully described. Coverage is worldwide but the emphasis is strongly American. Types of information whose sources are indicated include national and international institutions, research agencies and individual researchers, biographical data of many different kinds, holidays, abbreviations; U.S. agencies involved in international activities.

The London Directories, 1677-1855. Charles W. F. Goss. London: Denis Archer. 1932. 146 pp.

This work, a companion volume to the book by Norton listed above, consists of an annotated listing of directories published in London over the designated period.

National and International Marketing Channels Directory [16·270] consists to a great extent of a listing of directories published throughout the world of value in international trade. There is a classified guide to 1200-odd directories with a description of their contents and full publishing data. These directories are listed in a number of fashions, by products, by countries, etc. There are also

listings of membership directories for many national and international organizations interested in trade.

The *Office Encyclopedia* [16·397] has a section on "sources of information" that lists a number of the more generally useful business directories.

Principal Business Directories for Building Mailing Lists. Chicago: Dartnell Corporation. 1954. 75 pp.

This booklet contains a classified listing of various trade and business directories that are useful sources of addresses for mailing lists.

Public Affairs Information Service Bulletin [8·5] indexes in its listings many new editions of directories, especially those in educational and cultural fields.

Public Welfare Directory [16·413] lists other directories in the field of social work.

State Industrial Directories. Washington, D.C.: Chamber of Commerce of the United States. 1954. 10 pp.

This booklet lists the major business directories of essentially local interest in the various states.

Trade and Professional Directories. New York: *Glamour Magazine*. 1952. 19 pp.

This leaflet, prepared by the Job Department of this magazine slanted toward the career girl, lists various directories helpful to the girl seeking a job. Many other people, of course, will also find these listings useful.

Trade Directories of the World. 2d ed. New York: Croner Publications, Inc. 1957.

Lists and describes some 1300 business directories published in the U.S. and about 60 foreign countries useful in domestic and international trade. Subscribers receive monthly supplements.

The most prolific compilers and suppliers of information of all sorts are the various agencies of the Federal, state, and local governments of the U.S. The U.S. Government Printing Office alone, which doesn't print *every* Federal government publication, publishes each year considerably more than 15,000 different books, pamphlets, and the like. Publications by other Federal offices and state and local governments swell the total number of titles by several thousand. Thus, nearly twice as many different publications appear each year under the imprint of various U.S. governmental agencies as are published by private sources.

To this total could be added the many informational publications of various foreign governments, often specifically designed for distribution in the U.S. and other English-speaking countries, as well as the publications of the United Nations and other quasi-governmental organizations of international scope. Such informational sources are discussed in Chapter 12. This chapter is devoted exclusively to U.S. governmental information sources.

Governmental publications have a number of values from the reference point of view that distinguish them from nongovernmental works. Perhaps their greatest value for many people is their cheapness. Many publications are free. Others of the pamphlet variety sell for 10, 25, or 50 cents. Books may cost one or two dollars. The book that costs more than this is relatively rare. In addition, because the profit motive is not a factor in governmental publication, many publications appear under the GPO imprint that could not be published by private publishers, either because their preparation would be too costly or because not enough people would buy such a book to warrant its printing commercially.

Many governmental publications are especially valuable because they constitute primary sources of information. Into this class fall the various statistical publications, such as those of the Census Bureau and the reports of the Commerce and Agriculture Departments. These agencies have the facilities needed to gather statistical data that no private agency can hope to match.

• 11 •

GOVERNMENTAL INFORMATION SOURCES

The compilations of statistics they publish are thus authoritative to the highest degree.

Many governmental publications also enjoy up-to-dateness unattainable in nongovernmental publications because much of the information to be found in the latter has been derived from the former. For example, many of the data to be found in almanacs, yearbooks, and the like were obtained directly from governmental publications. In most cases, the privately printed works appear several months after the governmental sources are published. Thus, if you are in a hurry for current information, you would do well to find out about and obtain the relevant governmental reports as soon as they appear.

An important aspect of the material to be found in most governmental publications, particularly at the Federal level, is its objectivity and freedom from bias. Few government publications are written by officials on a policy-making or political level. Most are prepared by civil servants or by experts employed to write specific books or pamphlets. The authors of most governmental informational publications are interested solely in presenting factual material that will be of genuine service to readers. This is not always true of publications issued by private sources, such as trade

associations or commercial firms. The latter have points of view and commercial interests that naturally color the publications they prepare.

Governmental publications in mass have special value because of their close paralleling of popular interests. Most governmental publications are prepared in response to public demand. An agency that receives numerous requests for information on a specific subject reasonably assumes that such requests will continue. It determines

from the various questions asked about the subject what particular facets of it are of greatest interest. It then prepares a pamphlet or book covering that subject, since it is cheaper to do so than it is to send individual replies. The result of this bureaucratic process is that, within a short time after popular interest arises in a subject that comes within the scope of any governmental agency, a governmental publication on the subject will most probably appear.

11.1

The Federal Government

The informational resources of the Federal government are immense and varied. They include not only publications of an amazing scope, but also informational services of many types. They are open to everyone. All you need to exploit them is a little know-how.

To use government informational resources, you need most of all to have a fair idea of how the government is put together. One of the best guides you can use is the *U.S. Government Organization Manual* [16·199]; the Government Printing Office usually issues a new revised edition of the book each year. In it you will find a concise but detailed description of the organization of the different branches of the government with breakdowns of various departments into their separate divisions, bureaus, and agencies. The functions of each are outlined and delimited. You will find listings of major officials in each governmental unit, with addresses. By using this manual you can often determine exactly to whom you should write to obtain specific items of information. The *Official Congressional Directory* [14·4], which usually appears twice a year, contains much the same sort of information. You will find it rather more difficult to use than the *Organization Manual*.

You can write directly to any government agency you choose to obtain information and be reasonably sure of reply. A great many people write to their congressmen and have fair results in doing so. If your question can be answered by a gov-

ernment publication, he may send it to you. At the very least, he will probably name it and tell you how to obtain it. If your question requires special handling, he may contact the appropriate agency, either sending you its report or having the agency send it directly to you. But most people probably prefer to write directly to the agency concerned with the subject about which they want information, since they will probably get quicker and perhaps more comprehensive answers. The chief point to remember in writing to Washington for information is to state specifically what it is you want to know. Don't be vague or general in your request. Don't ask the Agriculture Department to "send information on taking care of cattle" when what you mean is "send information on how to cure Bang's disease." The more specific your request, the better results you will obtain.

You need by no means always write to Washington to obtain information from Federal agencies. A number of major agencies maintain field offices around the country. Among these are the Departments of Agriculture and Commerce, various subdivisions of the Interior Department, the Veterans' Bureau, various welfare agencies, Social Security offices, immigration and passport services, and of course the Internal Revenue division. Before you write to Washington, take down your phone book and look at the listings under "United States Government." You may find out what you want for the price of a phone call. A number of these agencies, especially those

that issue many publications, have copies for sale at their field offices. You can buy them there over the counter.

One of the most useful guides to all the various services of the Federal government, informational and otherwise, is *How to Get It from the Government* [16·199]. This book describes how the government functions as a provider, an employer, a banker, a realtor, as a recorder of vital and personal data, as a teacher, an adviser on housekeeping matters, a host, a guardian, a policeman, a servant, and a customer. In describing these functions, the book consistently stresses how to obtain information. It is especially useful in identifying sources of records of all types. There are a number of useful appendixes, including addresses of agency field offices. The book is carefully indexed.

Two other publications are particularly useful guides to specific types of governmental information. *Statistical Services of the United States Government* (Washington, D.C.: Government Printing Office. 1952. 78 pp.) was prepared by the Office of Statistical Standards of the Bureau of the Budget as a concise summary of all the statistical data regularly gathered by government agencies. It names each agency that gathers statistics, gives its location, describes the data it collects and the method of collection.

The National Archives contain important records and other information of use to the private citizen and to a large extent open to him. *Guide to the Records in the National Archives* (Washington, D.C.: Government Printing Office. 1948. 684 pp.) describes these resources in detail. This publication is no longer in print, but you can probably find a copy in your nearest depository library (see below).

THE LIBRARY OF CONGRESS. This is the most important Federal institution devoted exclusively to supplying information. Established originally to serve members of Congress, and still maintained in theory primarily for that function, it has achieved the status of a national library in all but name. Its present collection numbers more than 30 million items, including some 9 million

pamphlets, over 11 million manuscripts, and millions of photographs, pieces of music, maps, and periodicals. It contains copies of most films made in the U.S. as well as phonograph records and tape recordings of many kinds. Wise purchases and generous gifts have given it many special collections, particularly in foreign literatures, unequaled elsewhere. Most important for the researcher, however, is its collection of American books. Copyright laws have seen to it that since the mid-nineteenth century it has received copies of every book granted a U.S. copyright. As a result, it ranks with the British Museum as the greatest collection of books in the English language in the world. It probably exceeds the London collection in books of fairly recent date since more British books are published in America than American books are published in England.

If you want to make extensive use of the Library of Congress, you must of course go to Washington. There you can use the Library's facilities with almost complete freedom. But there are many ways you can make use of the Library without leaving your home town. The Library provides an inexpensive photocopying service that permits you to obtain copies of almost anything in its collection, subject to copyright restrictions. That is, you can get a photostat of any document, book, piece of music, manuscript, or whatever, so long as it is in the "public domain." If it is still covered by a valid copyright, you will have to obtain the permission of the copyright owner. This is seldom hard to get if copies of the work are no longer for sale; if they are, you will probably find the book cheaper than a photostat. To get a photostat, write the Photoduplication Service, Library of Congress, Washington 25, D.C. State exactly what it is you want; if the Library has it and can supply you the photocopy, you will be told how much the service will cost.

The Library has prepared recordings for sale of many of the records it has made of American music of all types. You can get a catalogue of these records from the Library by writing for it. It also sells

records of readings of poetry by various authors.

Copies of the cards prepared for the catalogue of the Library of Congress are printed in various publications, described in 9.3. In addition, the Library prepares special bibliographies of certain of its collections. You can get lists of such bibliographies from the Library. You cannot normally obtain any of the books in the Library on an interlibrary loan. However, when a book is unavailable elsewhere, is needed for "serious research," and you cannot go to Washington, the Library may send the book out to you. You should make such a request through your local library. The Library is of considerable assistance in locating needed rare books through its National Union Catalog. This catalogue indexes a large part of the contents of some 700 different libraries in the U.S. and Canada. A request through your local library will obtain for you the location of any work listed in this catalogue.

The Library of Congress maintains a reference service primarily for the use of members of Congress and various governmental agencies. It will, however, reply to private requests under certain circumstances. In most cases it will do so if you can show evidence that you are engaged in serious research and have exhausted local or nearby library resources. If you are not given an answer to your question, you will probably be told where you can find an answer in a library available to you.

The Library's collection of photographs, prints, art reproductions, maps, and charts of all kinds provides a rich source of graphic information. You can obtain photostats or glossy prints of much of this material, for a small service fee, if you can state specifically what it is you want.

GOVERNMENT PUBLICATIONS. The Government Printing Office in Washington, as stated earlier in this chapter, publishes more than 15,000 separate titles each year. Government agencies publish several thousand more titles in "processed form"—that is, mimeographed, multilithed, or otherwise reproduced in some way other than by printing. This multitude of publi-

cations can be broken down into a number of broad categories:

Reports of research are probably of the greatest use to the largest number of people. Into this category fall most of the publications of the Department of Agriculture, for example, as well as those prepared by other agencies in response to frequent inquiries for information on topics of current interest.

Records of proceedings include such publications as the *Congressional Record*, as well as reports of committee studies, hearings, and many other investigations carried out by various governmental agencies.

Administrative reports are issued by almost all permanent government agencies at stated times, usually at the end of the fiscal year. Such reports cover what has been accomplished by the agency in the past year and describe plans for the immediate future.

Statistical reports appear in various forms, as periodicals, as special one-time publications, and as massive books for permanent reference. The most important of these publications come from the Census Bureau and the Agriculture and Commerce Departments.

Congressional publications, aside from records of hearings and of proceedings of Congress, include copies of bills and resolutions introduced into Congress and of various laws, codes, and compilations of statutes.

The judicial branch of the government regularly publishes reports of decisions and hearings issued by different courts. These may also be obtained, in somewhat more usable form, from private publishers [SEE 16.253].

Many governmental departments and agencies publish rules and regulations covering either their own operations, such as the armed forces, or in their administration of matters in their domain, such as the agencies that control air transportation, broadcasting, and the like.

Directories and registers of many types are published by various branches of the government. Examples include the *Official Congressional Directory*, the registers of

Army, Navy, and Air Force officers, and the State Department's register of its employees. Some agencies also publish directories of private agencies and institutions, both commercial and cultural.

Bibliographies, lists of books, and catalogues of publications are issued by a number of agencies, including the Library of Congress and such departments as those of Agriculture and Commerce that originate many publications.

Descriptive literature that often falls into the category of propaganda appears on occasion from various agencies. Such publications are usually designed to show how the issuing agency serves the public.

Periodicals of many different types are issued by various governmental offices. In all, the government publishes nearly 150 on a regular basis.

Ephemeral publications appear in a wide assortment. These include press releases, special brief reports, announcements of special publications, and the like.

Visual materials include photographs, maps, charts, posters, films, and slide films. Many of these materials have been developed primarily for their value in education and are available to teachers for such purposes. Photographs are distributed primarily for "public relations" purposes and can normally be obtained only for reproduction.

HOW TO OBTAIN GOVERNMENT PUBLICATIONS. A very small percentage of government publications must be ordered directly from the agency that issues them. By and large, however, government publications can be ordered directly from the Government Printing Office. Write to the Superintendent of Documents, Washington 25, D.C. You can also buy many publications over the counter at field offices of the Department of Commerce, the Customs Bureau, and the Coast and Geodetic Survey. Though many government publications are free, you will have to pay for the majority that you want. The GPO is supposed by law to sell publications at approximately cost plus 50 per cent, with this price being carried to a convenient round number. The GPO will send you blanks for ordering publications that you want. You must specify the entry number, the name and

number of the series (if one), the title, and the date of publication if the item is a periodical. You can pay by check or money order, made out to the Superintendent of Documents. Many persons or firms that regularly order government publications and don't like to write checks for 15 cents or similar piddling sums prefer to set up an account with the Superintendent of Documents. Your deposit in this account will be docked as you buy publications and can be replenished when it runs low. Or, if you prefer, you may buy from the Superintendent of Documents special stamps in different denominations redeemable for publications. You cannot send postage stamps in payment.

Obtaining government documents, at least those in print, is relatively simple. It is somewhat harder to find out which ones you want. I have listed in this book a number of the most important regular publications of the government. In addition, various guides to older and recently published government documents are described later in this chapter. For current publications you can subscribe to the *Catalog of United States Government Publications*, issued by the GPO since 1895, at present on a monthly basis. This work lists every GPO publication and is naturally a massive list, cumbersome for the average user to handle. Many people prefer to be put on the free mailing list to receive *Selected United States Government Publications*, also issued monthly by the GPO. This flier lists and briefly describes a number of new publications chosen for their general interest and probable popularity. Occasionally with this list come special advertisements for major publications of interest.

Perhaps of greatest help to most people are the classified price lists of government publications issued by the GPO. The number and subjects of these lists vary considerably. You will find the lists as of 1951 in Jones's *How to Get It from the Government* [16·199]. These lists include all major publications for sale on selected subjects of such general interest as labor, national parks, plants, suburban living, and American history and biography.

Nearly every library of any size regularly

receives the above noted monthly announcements and special price lists and you can examine them there. A number of nongovernmental periodicals also list or review new government publications of interest to their readers. The most important of these include *The Booklist*, *Spécial Libraries*, and the *Library Journal*. Several indexes to periodical literature also include selected government publications in their listings; for example, *Readers' Guide to Periodical Literature* [8·4], and the *Agricultural Index*, *Education Index*, *Engineering Index*, *Industrial Arts Index*, *Occupational Index*, and *Public Affairs Information Service* [8·5].

Perhaps you want only to consult a specific publication at a library. Almost every library stocks a basic minimum of important government publications. But there are a number of libraries where you can be virtually sure of finding the publication you want. These are called "depository libraries." These libraries had their beginnings in the 1859 act that charged the Department of the Interior with the publication and distribution of government documents. In general, a depository library is one that receives a copy of every government publication issued, with certain exceptions. These exceptions include documents classified as secret, confidential, or for restricted circulation; much "processed" material, not printed but reproduced by mimeograph or similar process; considerable graphic material, such as maps, posters, photographs, films, and the like; various ephemera; and parts of publications that appear in separate issues but are intended for binding later in single units.

Under the law eight executive departments in Washington are designated as depository libraries, plus those of the military academies, the land-grant colleges, archives or libraries of the states and territories, the American Antiquarian Society, and the Alaska Historical Society. In addition, when the libraries were established, each congressman and senator was allowed to designate a library in his district or state as a depository library. Thus, there could be 663 depository libraries in the U.S. At present, there are only slightly more than

550 in the states and territories. Of these, only about 125 are full depository libraries; the rest receive all government publications only in selected categories or subjects.

You can obtain a list of depository libraries from the front of *Department of Commerce Publications*, an annual catalogue. You will also find them listed in Jones's *How to Get It from the Government* [16·199]. The latter list indicates those libraries that receive all depository publications. In general, however, you can assume that public libraries in all major cities are depository libraries, as well as all state libraries or archives, located usually in state capitals, and the libraries of most state universities and large private universities. Your local librarian can usually direct you to your closest depository library.

Since 1953 libraries have been able to obtain in microfilm form all U.S. nondepository publications from the Readex Microprint Corporation, New York. This includes annually about 600,000 pages of publications issued by such agencies as the Atomic Energy Commission, the Reclamation Bureau, and the Naval Research Office. You can determine what publications are available in this form by noting which items listed in the *Monthly Catalog* are not designated as depository items. This service is generally too expensive for individual purchasers, but it is an excellent and space-saving method whereby both depository and nondepository libraries can round out their collections of government documents.

OTHER GUIDES TO GOVERNMENT PUBLICATIONS. There have been published a number of retrospective guides to or check lists of government publications.

The earliest of these was Ben Perley Poore's *A Descriptive Catalogue of the Government Publications of the United States*, September 5, 1774 to March 4, 1881. Washington, D.C.: Government Printing Office. 1885. 1392 pp. Reissued in 1953 by J. W. Edwards, Publisher, Inc., Ann Arbor, Mich.

This work is not entirely complete for the period covered, listing about 63,000 publications in all; it is estimated that about 10,000 others were omitted. It consists of a chronological listing, by date of publication,

of Congressional and departmental publications, giving title, author, and date of publication. There is a subject-and-author index, not entirely complete and rather cumbersome to use.

The next important survey was John Griffith Ames's *Comprehensive Index to the Publications of the United States Government, 1881-1893*. 2d ed. Washington, D.C.: Government Printing Office. 1905. 2 vols.: 1594 pp. Reissued in 1953 by J. W. Edwards, Publisher, Inc., Ann Arbor, Mich.

The first edition of this work covered only publications issued in 1889-1893. The listing in this work is alphabetically by subject, giving author, full title, and data on time of publication. There is an author index at the end of Vol. II. Publications listed include both Congressional and departmental ones, but emphasis is on the former. A third edition of this work appeared in 1911 under the title *Checklist of United States Public Documents, 1789-1909*, compiled by Mary A. Hartwell (Washington, D.C.: Government Printing Office. 1707 pp.). This consists of a listing of all government documents in the library of the Superintendent of Documents up to the end of 1909. Listings are according to the Superintendent of Documents' own classification system. An index was planned but has never been issued.

An index of more recent government publications is the *Catalog of the Public Documents of the 53d to 76th Congress and All Departments of the Government of the United States for the Period from March 4, 1893 to Dec. 31, 1940*. Washington, D.C.: Government Printing Office. 1896-1945. 25 vols.

For obvious reasons, users customarily refer to this as the "Document Catalog." This is an author-subject-title index to government publications of the indicated period, with bibliographical annotations. The present *Monthly Catalog* must be used for full coverage of publications after 1940.

Various departments and agencies of the government publish from time to time both retrospective and current catalogues of their own publications. These are frequently revised and published under varying titles. Thus, for currently available publications you should write directly to the individual offices. Those that have published retro-

spective indexes include the Department of Agriculture, the U.S. Bureau of Ethnology, the Bureau of the Census, the Coast and Geodetic Survey, the Bureau of Mines, and the Smithsonian Institution. The most important current catalogues are published by the Departments of Agriculture and Commerce and the Bureau of the Census. The *U.S. Government Organization Manual* [16·199] also includes each year an appendix on "Representative Publications of Departments and Agencies of the Federal Government."

A number of privately published works constitute guides to selected government publications. They generally stress publications in print and of value at the approximate time of each work's compilation. The most valuable of these works include:

Manual of Government Publications: United States and Foreign. Everett S. Brown. New York: Appleton-Century-Crofts, Inc. 1950. 121 pp.

This brief work discusses the major governmental publications of the world. U.S. publications are emphasized, and British and Canadian publications get fair coverage. League of Nations and UN publications are also mentioned.

Official War Publications. Jerome K. Wilcox. Berkeley: University of California Press. 1941-1945. 3 vols.

This book constitutes a guide to state, U.S. government, and Canadian governmental war publications arranged by over-all subject. There is a subject index to each volume.

A Popular Guide to Government Publications. W. Philip Leidy. New York: Columbia University Press. 1953. 296 pp.

This book, except for a brief preface on the value of government publications and ways to obtain them, is devoted to a classified guide to about 2500 publications selected for their wide interest and usefulness. They are arranged under many different subject headings, and most are fully annotated and described. Emphasis lies on publications of use to the layman. Selections are limited generally to works in print. There is a comprehensive index. Because of the nature of its selections and its ease of use, most public librarians will probably find this the most valuable for their purposes of current guides to government publications.

Subject Guide to United States Government Publications. Herbert S. Hirshberg and Carl H. Melinat. Chicago: American Library Association. 1947. 228 pp.

This work is similar in nature and construction to the previously cited book and of about equal value except for the fact that it is about six years older. It, too, lists publications by subject and stresses those of widest popular interest. The fact that it emphasizes publications that tend to remain in print or are frequently revised makes it of lasting value. There is an excellent index.

United States Government Publications. Anne Morris Boyd. 3d ed., rev. by Rae Elizabeth Rips. New York: The H. W. Wilson Company. 1949. 627 pp.

This comprehensive book was designed primarily as a textbook for library schools, similar in nature to Shores's *Basic Reference Sources*. It includes extensive information on the history of government publications, anal-

ysis of types of publications, and practical advice on how to obtain and use them. Later chapters discuss the various publications issued by separate departments, bureaus, agencies, and other issuing units of the government, listing the most important or representative publications of each office discussed. Many of these listings are briefly described. Listings cover publications issued through mid-1948; they particularly emphasize wartime publications. There is an index to titles, subjects, and issuing offices.

United States Reference Publications. Jerome K. Wilcox. Boston: The F. W. Faxon Co., Inc. 1931. 96 pp. Supplement, 1932. 135 pp.

This book is considerably out of date, but it still has value as a source of information on government publications still in print or reissued periodically that have special reference value, such as handbooks, directories, and the like. There is a general subject index as well as a special index to directories.

11·2

State and Local Governments

State and local governments often prove useful sources of information of a somewhat more specialized and limited nature than agencies of the Federal government. State governments annually publish in excess of 3000 different publications, dealing primarily with descriptions of state activities, reports of developments, and the like. A number of the larger cities publish useful descriptive literature and a fair number issue annual reports of varying scope.

STATE SOURCES. Inquiries to state agencies may be made in much the same manner as to Federal offices. Your success in getting an answer, however, will vary considerably from state to state and office to office. Again, before you write, you should try to locate the proper office and, if possible, the proper official to whom you should address your inquiry. You may get such names in many cases from the various state *Blue-books* or similar publications, listed in Chapter 15. If you are writing to one of your own state officials, you may find the address of a local branch of his agency in your phone book. Most state agencies are listed in telephone directories in a group under the name of the state. The most use-

ful directory of state officials is to be found in *The Book of the States* [16·198], a biennial publication. It lists names of officials and agencies to which they belong for each state under the designation of the function each performs. By tying the subject of your inquiry to one of these functions, you can often determine to whom you should write. One unfortunate lack in this publication, however, is a directory of the publicity agencies most state governments maintain. One of the best sources of general information on various states is the agency called in many states the State Development Commission. Addresses of many of these or similar offices appear under the names of the various states in *Sources of Information and Unusual Services* [12·2]. In case of doubt, you can often successfully address your inquiry to the office of the governor; it will usually pass your letter to the appropriate office.

Many states distribute considerable information of both a general and specific interest in the course of encouraging their tourist industry. A number of states that have a particularly flourishing tourist trade maintain information centers in major cities.

You can usually locate such offices in your city by looking under the name of the state in your phone book. You can also occasionally find addresses to write to in the advertisements in the travel section of your newspaper. You will find addresses of state tourist information agencies in Duncan Hines's *Vacation Guide* [16·224]. The "General Information" section at the front of most of the books on the various states in the "American Guide Series" [15·4] lists an address or two to which you may direct inquiries.

The different states issue a rich variety of publications, in periodical, pamphlet, and book form. No state issues a catalogue of its publications, but some agencies, particularly agricultural bureaus, publish lists of their own publications. The principal source of information on all state publications is the *Monthly Checklist of State Publications*, prepared by the Library of Congress since 1910, and distributed through the Government Printing Office, Washington, D.C. This periodical lists all the new state publications received each month in the Library of Congress. Thus, it lists all but a few of the most obscure state publications. Items are listed under the names of the states, territories, or possessions to which they pertain. Many items bear brief descriptive annotations. Periodicals are listed only at the time they are first issued. An annual index refers to the publishing agencies, the titles of publications, and frequently to their subjects.

Many of the publications of the territories and insular possessions of the U.S. are issued through the Department of the Interior. You can locate these in the same sources as other Federal government publications.

The following two books are also helpful guides to state publications and sources of information:

Manual on the Use of State Publications.
Jerome K. Wilcox, ed. Chicago: American Library Association. 1940. 352 pp.

This work is rather more useful than its date might appear to indicate because it deals essentially with basic state publications. Each of its 21 chapters was prepared by a special-

ist in the particular field with which each deals, essentially fields of knowledge. Each chapter describes the best known and most useful state publications in the field.

Sources of Information on State and Local Governments, with special reference to the state of Washington. Warren A. Bishop. Seattle: Bureau of Governmental Research and Services, University of Washington. 1951. 64 pp.

This useful handbook is divided into two parts: section 1 consists of a directory of agencies, governmental, semipublic, and private, that supply information of value to state and local government officials on a national, regional, state, or local basis. Most listings bear annotations on the specific type of information or service each agency renders. Section 2 consists of a selected bibliography of publications that deal with specific types of governmental activities: civil defense, education, elections, fire prevention, housing, governmental organization and administration, personnel, planning, police, public health, public welfare, public works, recreation and parks, taxation, revenue and finance administration, traffic administration, and utilities. The type of information described varies considerably with each listing, but a source of statistical data is given under each subject heading.

LOCAL SOURCES. The Bishop book listed immediately above is about as useful a guide to sources of local information as it is to data on larger areas. There are a number of other sources, however. For addresses of municipal officials to whom you can write, the *Municipal Year Book* [16·290] is the most comprehensive source. Here you will also find listed those cities that issue annual reports.

While you will usually get some kind of a useful answer if you address your request for information about a city to its mayor, it is normally better to write directly to the agency charged with the function your query concerns. Alsberg's *The American Guide* [15·4] lists informational agencies for many of the larger towns and cities that it describes. Similar addresses can often be found in the descriptions of cities found in the "American Guide Series" [15·4]. One of your best bets in obtaining local informa-

tion of all kinds is a city's chamber of commerce. *List of Chambers of Commerce of the United States* [16·86] contains addresses of chambers of commerce in almost all towns and cities of any importance in the country.

Perhaps the most useful general guides to local governmental publications are two pamphlets prepared by the Bureau of the

Census. These are *Checklist of Basic Municipal Documents* (1948) and *City Periodic Financial Reports* (1946). These are apparently no longer available from the Superintendent of Documents, but they can undoubtedly be located in all depository as well as many nondepository libraries and at field offices of the Department of Commerce.

The researcher who limits his fact-hunting to such obvious sources as the nearest public library often finds himself stymied. Either he cannot find the facts he is hunting or he cannot find them in the form he wants them. He should not stop there in his search. In fact, he may not even need to begin there. Although in most cases general libraries are the most valuable and most convenient sources of information, the person experienced in research soon becomes aware that there are many other sources available to him. Anyone who engages in extensive research must learn the "other" sources that provide information in the fields in which he is interested and must use frequently. He should also learn how to locate additional sources that he may want to use only occasionally.

I discussed in the previous chapter the most important of "other" sources, the many different national, state, and local governmental agencies of the United States.

The following constitute additional sources of similar value:

12·1

Special Libraries

In Chapter 3 I noted that there are a large number of special libraries whose facilities are open to you under varying degrees of limitations. Such special libraries include:

Special collections in public and university libraries, normally devoted to special fields or subjects. They are usually housed separately from the general collection and may even be catalogued separately.

Private libraries open to the public with few or no restrictions. Though sometimes general in character, more frequently their collections emphasize a special field or subject.

Institutional libraries, such as those maintained in connection with a museum, planetarium, aquarium, or art gallery. Their collections almost always reflect the special interests of the institution to which they are attached.

Organization libraries, usually maintained at the headquarters of trade, professional, educational, social, or cultural organizations. Their collections also usually reflect

the special interests of the organizations' members.

Commercial libraries, maintained by companies almost exclusively for the use of their employees. Their collections normally include only books and periodicals specifically useful to the employees in their jobs.

Governmental libraries, similar in function and contents to commercial libraries. Many city governments maintain libraries, as well as nearly all states, some state agencies, and most main offices of Federal agencies.

The rules vary as to the availability to the outsider of the material in these libraries. The special collections in public libraries are generally open to everyone. Many privately endowed special libraries may also be used by the public. College and university libraries can generally be used by persons not connected with the school only by special permission; this, however, is not usually hard to obtain. Institutional libraries are also usually easy to gain entrance

to. There are normally rather stringent limitations on outside use of organizational, commercial, and governmental libraries. In most cases, you must obtain permission in advance; usually, it is better to write beforehand, stating why you want to use the library, to what extent you want to use it, and describing where else you have first looked for the material you are seeking.

There are a number of guides to resources of special libraries. You should use one of them before you try to obtain admission to a collection so that you can be sure it contains what you are looking for. Most heads of important U.S. special libraries belong to the Special Libraries Association. Local branches of this organization in major cities usually publish a directory of member libraries, often with brief descriptions of each library's collection. Your public library may have a copy of such a local directory. The following publications constitute national guides to special libraries:

The American Library Directory [16·256] lists most of the libraries of all kinds in the U.S. It notes which libraries contain special collections and identifies their nature. In addition, it indexes these special collections by subject. The directory does not indicate the quality or extent of the special collections it lists.

Directory of Special Libraries [16·256] lists about 2500 different U.S. special libraries alphabetically by their names. It describes their collections briefly and indexes them by the subjects to which they are devoted. The list is selective, being limited to the most important special libraries. The directory does not indicate degree of access.

Special Library Resources [16·256] lists special collections in public and university libraries as well as special libraries of all types. This is the most comprehensive survey of special library resources available. Its annotations also give a fair idea of the size and value of the different collections listed. Vol. 1 is a fairly broad survey of some 765 major special libraries. Vols. 2 and 3 cover an additional 1659 collections in considerable detail. Vol. 4 indexes the collections under general and specialized subject headings, as well as by special collections and personnel.

In addition to these national guides to special libraries, New Yorkers will find use for *Resources of New York City Libraries* [16·256], a 1942 publication that describes in considerable detail the collections of some 400 public and private libraries in the metropolitan area. The book's contents are so arranged that you can quickly locate a collection devoted to the subject of your interest.

12·2

Commercial and Organizational Sources

The greatest boon to the twentieth-century seeker after facts has been the development of public relations as an important function of both business companies and "cause" organizations. They have discovered that they can do much toward developing good will and advancing their own interests by publishing informational literature and by answering individual requests for information. As a result, an enormous amount of material, free for the asking or for very small cost, can be obtained from commercial or organizational sources. Your chief problem is locating the proper sources. As I mentioned in Chapter 10, directories can often be used for this purpose. For example, if you want information on coal mining, you can logically assume that a trade association such as the Bituminous

Coal Institute produces useful material. Individual companies also will answer queries for information, either by special letter, or by sending you pamphlets, posters, or charts of informational and educational value.

You should, of course, keep in mind that these publications are prepared with a "public-relations" end in view. Thus, they may be somewhat biased or distorted in their presentation of facts. On the other hand, much of this material has no slant to it and can be used safely. Your judgment should indicate the reliability of individual items.

Individuals seeking information can make much use of these sources. Teachers and program directors of clubs and adult education groups will find them even more valuable. Much of the material available

from these sources has been designed specifically for school and group use, and you can often obtain copies in fairly large quantities.

I have listed below a number of publications that list specific sources of information and, in many cases, describe specific booklets and other materials available from these sources. In making requests to these sources, there are a number of points you should remember. If possible, state specifically, by title, what particular publication or material you want. If you want more than one copy, state exactly how many you want and why. Since many such publications go out of print rather rapidly to be replaced by others, you should also state what subjects you are interested in and for what type of group, so that the source may send an appropriate substitute publication. Teachers should not permit several students in the same class to write separately for the same material, but should make a single request. Some companies become annoyed by multiple requests and refuse to send any material at all for the obvious reason that it costs them more to send materials in separate packages than in one.

The following are useful guides to commercial and organizational sources of information:

British Sources of Reference and Information, a guide to societies, works of reference and libraries. London: The British Council for Aslib. 1947. 56 pp.

This booklet is a directory to many varied sources of information in Great Britain.

Catalog of Free Teaching Aids. Gordon Salisbury and Robert Sheridan. Glendale, Calif.: The Authors. 1953. 123 pp.

This booklet lists about 3200 different materials of use in instruction, including books, pamphlets, charts, maps, posters, and the like. Each item is listed under the heading of the subject to which it pertains, by title, with a keyed reference to the sources. An appendix lists 833 different sources with their addresses. The booklet is useful to persons besides teachers because of its comprehensive coverage of sources.

Elementary Teacher's Guide to Free Curriculum Materials. Randolph, Wis.: Educators Progress Service. 1944—

This annual publication is one of the most extensive and useful listings of free informational sources. Although selections are based on their usefulness in the elementary-school curriculum, many items listed have value for adults. The extensive annotations given for each item should help you select what you want. Recent editions list more than 1200 different items. Each yearly revision eliminates those items that are no longer available and adds new ones; usually about a third of the listings are changed each year. Listings are organized under general headings selected for their relevance to school curricula. The listings include books, pamphlets, charts, posters, and in recent editions, recordings. The availability of each item is indicated. There are title, subject, and source indexes. The publisher will sell listings under specific subjects individually.

Facts, Files and Action in Business and Public Affairs [9·3] lists a number of commercial and organizational sources of information in the British Isles.

Free and Inexpensive Learning Materials. 7th ed. Nashville, Tenn.: George Peabody College for Teachers. 1956. Over 200 pp.

This publication, revised biennially, lists under subject headings materials that teachers will find useful for instruction in elementary and high schools. Each issue lists more than 3000 items, including pamphlets, posters, pictures, charts, and maps, about half of which are new in each edition. Many can be obtained free; most of the remainder cost less than 50 cents. A brief description of each item includes the distributor's address.

Information Sources for Small Businesses [16·69] includes in Part II an extensive list of sources of information, most of them business firms or organizations, on a wide variety of different businesses and industries, including retail and wholesale merchandising, service industries, manufacturing, and farming.

1001 Valuable Things You Can Get Free. Mort Weisinger. 2d ed. New York: Bantam Books, Inc. 1957. 128 pp.

This inexpensive book lists in 23 chapters a wide variety of things that you can obtain primarily by writing in to organizations, business firms, and the like. Among them are many educational and informational books and pamphlets, audio-visual educational aids, including films and slides, posters and pic-

12.3 PHOTOCOPYING SERVICES

tures, scholarships and grants-in-aid, periodicals, cookbooks, etc. Unfortunately, the book lacks an index.

Sources of Business Information [9.4] lists a number of sources besides books, periodicals, and other publications, that supply various kinds of information of interest to businessmen.

Sources of Free and Inexpensive Teaching Aids. Bruce Miller. 9th ed. Riverside, Calif.: The Author. 1954. 32 pp.

This pamphlet lists about 400 different publications, posters, and charts of use to teachers, arranged by subject. Each listing briefly describes the item and gives its source.

Sources of Information and Unusual Services. Jewel Alexander, ed. 4th ed. New York: Informational Directory Company. 1956. 64 pp.

The subtitle of this booklet reads: "A guide to organizations and agencies which are sources of information of general and national interest, or which render unusual services." It lists sources under more than 250 different headings of an extremely wide variety, with emphasis on informational rather than service sources. It cites a number of publications, largely such standard ones as directories. Most addresses it cites are for offices in New York City, though it gives informational addresses for the various states and territories and for many foreign countries. Annotations indicate the type of information or services available from each source.

Vertical File Index [9.2] lists under appropriate subjects current publications of pamphlets, booklets, charts, posters, maps, and the like, primarily prepared by organizations and business companies. This work is the most comprehensive survey of the field.

12.3 Photocopying Services

A source may be unable to send you a book, periodical excerpt, or picture that you want from a collection because it has only one copy and cannot lend it. You may then want to locate a source that has the material you want and can make a photocopy of it for you. I mentioned in Chapter 11 the photocopy service maintained by the Library of Congress. Other libraries and institutions maintain similar services. You will find many of them listed in *Photoduplication Services*, by James B. Coover

(Denver, Colo.: Bibliographical Center for Research, Denver Public Library. 1951. 38 pp.). This publication gives a general explanation of microfilming and photostating processes with cost estimates, and lists alphabetically the schools, organizations, museums, libraries, commercial firms, and government agencies that render such services. Each listing includes basic information on what each institution will copy for you and at about what cost.

12.4 Foreign Informational Sources

Foreign governments regularly spend millions of dollars each year in the maintenance of information services in the U.S. Some of these services are integral parts of embassies, legations, and consular offices. Others are maintained as separate offices. Some deal in limited services, devoted to such aims as the furthering of the trade or the tourist industry of their countries. Others will answer queries of all types, so long as they relate at least vaguely to their country. These services are glad to serve all Americans; they exist only for that purpose. They will answer specific queries or, in many cases, they will send you in-

formational books, pamphlets, posters, and the like at no or nominal cost.

If you live in a large city, you may find a consulate or an information service of the country in which you are interested listed in your phone book. Otherwise, you can find addresses listed in one of several publications. Many are listed in *Sources of Information and Unusual Services [12.2]*. *Guide to Foreign Information Bureaus*, prepared by the Foreign Commerce Department of the Chamber of Commerce of the United States, Washington, D.C. (1954. 24 pp.), lists all the countries that maintain embassies or legations in Washington,

with their Washington addresses, plus the addresses of informational services maintained outside Washington. The booklet also lists major organizations dealing with international or regional affairs and gives a good general bibliography of source materials on foreign countries.

The State Department also regularly publishes two pamphlets that contain addresses of use. Both are available through the Superintendent of Documents, Washington, D.C. The *Diplomatic List* gives the names and addresses of all foreign embassies and legations in Washington. *Foreign Consular Offices in the United States* lists foreign consulates throughout the country, with their addresses. The Chamber of Commerce of the United States also published in 1954 the *Foreign Commerce Handbook*, which is a guide to sources of information for persons in the import and export business.

Another useful guide to sources of information on foreign and international affairs is *American Agencies Interested in International Affairs* [16·312]. A fourth edition published in 1955 lists more than 350 such organizations in the U.S., including action groups, foreign chambers of commerce, foreign information bureaus, and organizations of exiles living in the U.S. Besides addresses, it lists each group's purpose, activities, and publications.

Free and Inexpensive Materials on World Affairs [16·235] lists publications that may be obtained free or at minimum cost from foreign information services and other sources pertaining to world problems, U.S. foreign affairs, and specific world regions and countries.

Chambers of commerce are a world-wide institution and valuable sources of information wherever they are located. The

World Yearbook of Chambers of Commerce [16·86], a Swiss publication in English and French, gives the addresses of principal chambers of commerce in 62 different countries.

Many persons are unaware that U.S. diplomatic and consular offices abroad can be used to obtain information on the countries in which they are located. As a general rule, you will probably find service slower through this source than through information services of foreign countries located in the United States. But this source sometimes proves useful when you want to locate information that the foreign government is reluctant to give you or cannot offer in the form in which you want it. You can obtain addresses of U.S. diplomatic and consular offices abroad from the *Foreign Service Register*, published regularly by the Department of State and sold through the Superintendent of Documents.

Foreign governments publish many documents similar to those issued by the U.S. government though few produce publications so prolifically. You can keep up to date on Canadian government publications through the monthly catalogue *Canadian Government Publications*, issued by the Queen's Printer, Ottawa, since January, 1953. British government publications are discussed in *The State As Publisher*, by Sidney Horrocks (London: Library Association. 1952. 32 pp.), a librarian's guide to the publications of the British government. A revision of this publication to include a discussion of current governmental publications was planned for late 1955. *Manual of Government Publications: United States and Foreign* [11·1] lists a number of the major publications of the British and Canadian governments.

12·5 International Organizations

One of the major accomplishments of the League of Nations was to compile and publish a variety of information on subjects of international interest. The United Nations has continued to carry out this function on a considerably enlarged scale.

There are two major bibliographic guides

to the publications of the League of Nations:

Sources of Information: A Handbook on the Publications of the League of Nations, edited by A. C. von Breycha-Vauthier, appeared in an 118-page English edition in 1939, published by the Columbia University

Press. It was a fairly sketchy discussion of the major publications of the League.

It has now been superseded in usefulness by *Guide to the League of Nations Publications*, a bibliographical survey of the work of the League, 1920–1947, by Hans Aufrecht (New York: Columbia University Press, 1951, 682 pp.). This work is a selective but comprehensive survey of all the publications of the League from its foundation to its demise, as well as of many related agencies.

The Department of Public Information of the United Nations, New York, will answer certain types of inquiries that deal with the work of the UN and with international affairs of a nonpolitical nature. It is more likely, however, to refer you to specific UN publications or to subsidiary UN agencies. One of the most useful guides to UN information is the booklet *Where to Go for U.N. Information*, prepared in 1953 by the U.S. Department of State (Washington, D.C.: Government Printing Office, 39 pp.). This work lists the names and addresses of the various UN and U.S. agencies that furnish UN information. It also lists private organizations furthering UN interests as well as various information centers. It lists publications by or relating to UN activities; it discusses how to obtain speakers on the UN. It lists radio and television programs relating to the UN and outlines the press program of the organization.

There are several sources of information on UN publications. For a list of the major publications, see Chapter 16 under the heading "United Nations." You may consult any UN document in one of the deposi-

tory libraries for these publications established in the U.S. A list of these appears in *Where to Go for U.N. Information*, cited above. The use of UN publications is discussed in *How to Use United Nations Documents*, by Carol Carter Moor and Waldo Chamberlin (New York: New York University Press, 1952, 26 pp.). This publication discusses the methods and problems of using UN documents and the basic tools and guides to their use. It also lists the major UN publications according to subject. There is a bibliography and an index.

Many UN documents are published by the Columbia University Press and information on them may be obtained from that publisher. A price list of UN documents, *United Nations Current Publications*, has appeared at intervals since 1947. In 1949, the Department of Public Information of the United Nations issued a *Checklist of United Nations Documents* that constituted a detailed indexing of UN publications to date. This is kept up to date monthly by *United Nations Documents Index*. A most extensive listing appears in *Ten Years of United Nations Publications 1945 to 1955* [16:453].

Beginning in 1954, *United Nations Documents and Official Records*, in English, has been available in microprint form from Readex Microprint Publishers, New York. One edition covered all documents printed from 1946 through 1953. The second edition constitutes an annual subscription to all documents issued during the past year. It does not include press releases, periodicals, publications of the Secretariat, or documents issued for sale.

As practically everyone knows, Confucius allegedly said, "One picture is worth more than ten thousand words." I have always doubted that a sage of Confucius' standing would be guilty of so broad a generalization, and Bartlett's *Familiar Quotations* cautiously calls the saying only a "Chinese proverb." Nevertheless, like many another sweeping statement, this has an element of truth. On some occasions a picture is worth more than ten million words. The most detailed description of a peacock's plumage can never equal one full-color picture of the bird. The layman who find technical language a stumbling block can grasp the principles of a scientific concept from a diagram. A well-conceived graph can show the significance of statistical information in a fraction of the time that a discussion of it would take.

So many people think of reference works as consisting entirely of dull expanses of unbroken type that they may be surprised to learn that effective use of illustrations in reference books is neither new nor limited to a relatively few books. Even Diderot's eighteenth-century *Encyclopédie* carried a number of line drawings. Nineteenth-century reference books had many drawings and their makers were among the first to use the full possibilities of photography. Since about the time of World War I, the illustrated reference work has become the rule rather than the exception. A rough check of the books listed in this volume shows that about half contain some sort of illustrations. The majority of those that have none deal with material that cannot be effectively or instructively illustrated. Many of the recent books that are especially notable for their illustrations are reference works. Outstanding examples include Bernard Meyers's *Encyclopedia of Painting*, with nearly a quarter of its thousand-odd reproductions of works of art in full color;

• 13 •

SOURCES OF GRAPHIC INFORMATION

Doré Ogrizek's fascinating "World in Color" series of guidebooks for the traveler; and the 18-volume children's encyclopedia, *Our Wonderful World*, illustrated throughout in two colors or full color.

I see little point in discussing here the value of information in graphic form since it is readily apparent to those who seek it. Instead, I shall try to point out the various available sources of and guides to sources of graphic data. They should be of special use to librarians interested in building up files of graphic information; to teachers seeking illustrative aids to teaching; to picture editors of periodicals and book-publishing houses; to artists who collect pictorial materials to use as models; and to other people who need graphic material. Most of the sources cited in this chapter are guides to sources of graphic information. In later chapters I have tried to specify sources of pictorial information on particular subjects whenever such sources are available.

13.1

General Sources of Graphic Information

One of the most significant of relatively recent developments in American library practice has been the realization that books do not comprise all the sources of informa-

tion a library should properly contain. More and more libraries are now developing files of audio-visual aids to instruction and fact finding. These include recordings,

films, filmstrips, pictures, maps, charts, posters, and other kinds of graphic materials. These collections are arranged and indexed to help library patrons use them efficiently. If you need graphic information of any kind, you will be wise first of all to inquire at your local library, since you will frequently find what you are looking for in one of its files. Because the size and scope of these files vary widely from library to library, it is pointless to discuss them further here. Nevertheless, in addition to whatever files your library may contain, you will almost certainly find there many other sources of graphic information as well as guides to further sources.

Illustrations in general reference sources

Although encyclopedias have been using illustrations since at least the eighteenth century, the full development of illustrations as a way of giving information in encyclopedias has come largely since about 1920. The so-called "school encyclopedias," designed for use by children, have led in this field. Generally speaking, they remain the best illustrated of general reference works. You will find these various sets described in detail in 5.1. Of the alphabetically arranged children's encyclopedias, perhaps *World Book Encyclopedia* and *Compton's Pictured Encyclopedia* make the most lavish use of illustrations. *World Book* excels in its use of graphic drawings to depict processes and to explain technical and scientific concepts. *Compton's* places greater emphasis on photographs. *Britannica Junior* contains particularly attractive two-color drawings of birds, animals, and plants. *American Educator Encyclopedia* has a number of imaginative charts and diagrams as well as many photographs. Of the nonalphabetically arranged encyclopedias, *Our Wonderful World* is unquestionably the best illustrated, using charts, diagrams, maps, and photographs.

Among the adult encyclopedias, the older sets limit their illustrations largely to occasional line drawings and to photographs illustrating major subjects. The newer sets more closely resemble the children's encyclopedias in the practice of illustrating almost all articles that require it, whether

major or minor. *The American Peoples Encyclopedia* carries many photographs in black and white and in color, as well as an unusually large number of geographical location maps, statistical graphs, and a limited number of diagrams of processes. Its full-color transparencies depicting such subjects as human anatomy are a unique feature. *Collier's Encyclopedia* contains an especially handsome collection of photographs of all types.

These particularly well-illustrated encyclopedias are valuable not only for their illustrations themselves, but also as guides to sources of further material. Most of the illustrations in these books bear credit lines which teachers, picture editors, and other persons seeking sources of similar illustrations will often find reliable keys to such information.

Encyclopedia annuals or yearbooks are especially good sources of pictures for the years they cover. Of those listed in 6.1, a number are outstanding as picture sources. *Britannica Book of the Year* normally contains an exceptionally fine selection of news pictures as do *Collier's Year Book* and *The American Peoples Encyclopedia Yearbook*. The latter also makes a specialty of pictographic depiction of statistical data. *Year* [6.2] consists almost entirely of photographs of events during the year each volume covers.

Most dictionaries limit their illustrations to line drawings of birds, animals, plants, and certain objects best described pictorially. In addition, there are several works devoted almost entirely to pictures arranged in a dictionary fashion. Picture puzzle contests in various forms have created a strong demand for such books. Among them are the following:

The Picture Dictionary, the world's largest collection of pictures alphabetically arranged. New York: Arco Publishing Company. 1952. 2 vols.

This set was designed specifically for the picture-puzzle contestant; it emphasizes pictures of things rather than of people and places.

Picture Encyclopedia, 24,000 illustrations arranged in special groups for ready reference. New York: Research Book Co. 1950. 162 pp.

This, too, was prepared for use in solving picture puzzles; it deals primarily in pictures of things. Its arrangement is based on the theory that grouping by general subject rather than alphabetically by name helps solve puzzle problems more quickly. The person not wanting a puzzle solution will probably find it rather cumbersome to use.

The Pictorial Dictionary, 100,000 pictures of people, places, and things. Arthur Mee, ed. London: Educational Book Company, Ltd. 5 vols.

This set of books bears no copyright date but appears to have been prepared about 1930. It consists of a series of photographs and drawings arranged in alphabetical order according to their subject, with a few lines of definitive or descriptive data on each subject. Artists looking for model material find the work especially useful.

Indexes to books and magazines

The various guides and indexes to periodicals and books listed in Chapters 8 and 9, respectively, can be used almost as well to locate illustrations on particular subjects as to find text materials. Nearly all the indexes listed indicate in one way or another whether the material cited is illustrated. Sometimes the nature of the illustration cited is briefly described. The indexes to individual publications are particularly useful, especially those to such heavily illustrated periodicals as *Life* and *National Geographic Magazine*.

In addition, you will find many helpful guides to pictures in books and magazines of an earlier era in *General Index to Illustrations*, by Jessie Croft Ellis (Boston: F. W. Faxon Co., Inc. 1931. 467 pp.). This book lists about 22,000 references to illustrations in some 250 books and magazines, touching on virtually all subjects except nature and travel pictures. It includes an especially large number of references to portraits of people and to pictures on art, architectural, and historical subjects. The same publishers printed in 1935 an index to pictures of places in the U.S., Canada, and throughout the world in *Travel Through Pictures*, by the same author. A long out-of-print American Library Association publication, *Index to Illustrations*, by F. J. Shepard (Chicago, 1924) lists

references to pictures of all types appearing in periodicals prior to that date.

Other guides to graphic information

In Chapter 12, I discussed the fact that many commercial firms and organizations of all types have prepared much informational material as a part of their public relations programs. A large part of this is graphic in nature, and most of the essentially textual material is heavily illustrated. In addition, many such sources prepare exclusively graphic data such as posters, charts, maps, graphs, and the like. This material is particularly useful to teachers and to directors of informational programs of all types. Much of it may be obtained free. Chapter 12 listed the various guides to sources of information of this kind. The following publications are the most useful guides to purely graphic information:

Elementary Teacher's Guide to Free Curriculum Materials [12·2] specifically identifies the partly or entirely graphic materials among the publications it lists. It also contains a special section on audio-visual education.

1001 Valuable Things You Can Get Free [12·2] includes audio-visual aids, posters, and other artwork among the educational materials it lists.

Sources of Free and Inexpensive Pictures for the Classroom (about 40 pp.), **Sources of Free Pictures** (about 24 pp.), and **So You Want to Start a Picture File** (about 28 pp.) are three pamphlets prepared and published by Bruce Miller, Superintendent of Schools, Riverside, Calif.

Revised editions of these three pamphlets appear periodically. The first lists illustrative materials, catalogued under general subjects, available primarily from publishers and such institutions as museums. They are of use chiefly as teaching aids. Brief annotations describe the materials, give their size when that is relevant, and state their cost, if any. The second booklet lists only free pictures of educational value, again under general subject headings. Some may be obtained from commercial or organizational sources; others are pictures that may be clipped from back issues of popular periodicals. The final booklet tells teachers and librarians how to procure material for a picture file, how to mount and store graphic material, and how to use it in teaching. The booklet lists general

sources of material and includes a short bibliography.

Vertical File Index [9·2], among the numerous pamphlets it lists, includes many that present essentially graphic material.

Governmental sources provide much information in graphic form. For guides to these sources, see Chapter 11. For additional related sources, see 16·32 on "Audio-Visual Education."

13·2

Sources of Photographs

The subject of the location and procurement of photographs deserves far more detailed discussion than I can give it here. Until the 1930s the job of the picture editor of a magazine or publishing house was fairly simple. The number of sources of photographs for publication or other purposes was relatively limited. You either bought a picture from a picture agency, made it yourself or had it taken, or tapped such few other existing sources as certain government agencies, museums and historical archives, and a few trade associations. As recently as 1945, most of the pictures that appeared in books and periodicals bore the credit lines of such sources; in fact, the majority of the credit lines were those of commercial picture agencies.

Today, this situation has changed radically. The picture editor no longer asks "Where can I get that picture?" but rather "Where can I get that picture without cost?" For, again because of the enormous development in publicity and public relations programs in government, organizations, and industry, pictures of almost every conceivable subject are available for certain purposes, free or for a limited service fee. In most cases, you can obtain these pictures if you can convince the source that your use of them is likely to gain him publicity. You can obtain a photograph most easily if you can give assurance that it will be published. You can also often get photographs for use in classrooms, in exhibits, and in other ways by assuring that the picture will be observed by a sufficiently large number of people.

Your problem in selecting a likely source for a desired photograph is complicated and I can direct you to few really helpful guides. Among the basic types of sources most useful in obtaining photographs are the following: commercial photo agencies; gov-

ernment agencies that maintain active publicity programs, such as the Department of Defense; institutions such as museums and art galleries; foreign information bureaus; manufacturers; many service industries, particularly in the fields of transportation and communication; and trade associations and other organizations. There are very few publications that will guide you specifically to picture sources in these categories. Rather, you must rely primarily on the guides to informational sources in these categories listed in Chapters 10, 11, and 12. Match the subject of the photograph you want with the source likely to be able and willing to supply it. For example, if you want a picture story on the processing of salt, a company listed in one of the guides to commercial sources of information in Chapter 12 that supplies booklets on salt is likely to have photographs also available and to be willing to give them to you.

In addition, you may find these publications useful:

British Sources of Photographs and Pictures.
G. W. A. Nunn, ed. London: Cassell & Co., Ltd. 1952. 220 pp.

This publication is a descriptive guide to both governmental and private sources of pictures in the British Isles, indexed by subjects.

Guide to the Special Collections of Prints & Photographs in the Library of Congress.
Washington, D.C.: Library of Congress. 1955. 200 pp.

This publication supplies a much-needed catalogue to the immense pictorial archives of the national library.

Guide to the Records in the National Archives [12·1] mentions some of the photographic materials available in this government depository.

International Directory of Photographic Archives of Works of Art [16·315a], a 1955 UNESCO publication, will help you locate photographs of paintings and sculpture.

Working Press of the Nation [16·305] includes a listing of commercial photograph agencies.

13·3

Sources of Films, Filmstrips, and Slides

Most educators, club program directors, and leaders of adult education groups are aware that hundreds of excellent informative motion pictures, filmstrips, and slide sets are available for their use free or at small rental fees. Most schools and many organizations have the equipment needed to use such materials. The following publications are useful guides to sources of this visual information:

Audio-Visual Materials for Educational and Cultural Uses [16·32], a biennial publication of the University of Utah Extension Bureau, lists about 1500 16-mm. instructional films and a large number of filmstrips available for use by schools, clubs, industries, and individuals. It contains detailed instructions on how to obtain these materials, how to handle them, and how to use them effectively. There is a directory of major educational film producers and distributors.

Blue Book of Audio-Visual Materials [16·32] lists 16-mm. films, filmstrips, and slide sets available from a wide variety of sources.

Books for Junior Colleges [9·3] includes lists of films and filmstrips recommended for junior college collections.

A Cumulative List of Motion Pictures and Filmstrips Represented by Library of Congress Printed Cards, 1951-1952 [16·32] provides the information its title indicates. Presumably, it will be periodically brought up to date.

A Directory of 2002 16mm Film Libraries [16·287] lists under state and city headings the names of film libraries throughout the U.S., with a general description of the type of films they stock.

Educational Film Guide [16·32] is a comprehensive index by title and subject of more than 14,000 different 16-mm. films available to educators. Each is described, and the age group for which it is intended is indicated. There is a directory of sources.

Educators Guide to Free Films [16·32] is an annually revised listing of 16-mm. films available free for classroom instruction.

Educators Guide to Free Slidefilms [16·32] provides an annually updated listing of filmstrips and slide sets available at no cost to educators.

Filmstrip Guide [16·32] has listed since 1947 most of the filmstrips prepared in the U.S. with brief descriptions and cataloguing by subjects. It currently lists more than 7000 different titles.

PART THREE

Specific Sources of Information

It should come as news to no one that the subject that most interests people is other people. This fact has been firmly established by reference librarians who have found in a number of studies that they receive more requests for biographical information than for any other subject.

Normal human curiosity is, of course, not the whole explanation for this high incidence of questions about people. More important, I believe, is that we tend to seek knowledge of the world through study of the persons who have contributed to that knowledge. The principles of Einstein's theory of relativity, assuming that they are correct, were in operation eons before Einstein propounded them. Yet, to understand them, we find it easier to work our way through Einstein's own theorizing than to try to grasp the principles of the theory directly without reference to his thinking about them.

As a result, much of the available reference information is presented in the form of biography. Fully three-quarters of the history you will find in a general encyclopedia appears in biographies of historical personages. About two-thirds of *Cassell's Encyclopedia of World Literature* is devoted to biographies of writers. A number of so-called "encyclopedias" of music or art consist exclusively of entries on individual musicians or artists.

Thus, it is extremely important for anyone who engages in research to know about and know how to use the general biographical sources as well as the specialized ones in his fields. For you will find that many hard-to-find facts may most quickly be tracked down through checking material on the persons connected with those facts. For example, often the quickest way to find out the date of some event is to check the biography of someone connected with it.

Generally speaking, the use of biographical sources presents few problems. Most of them consist of entries on individual persons arranged in alphabetical order. The major occasional difficulty concerns the names under which some persons are entered. For example, Americans sometimes find it hard to locate titled Britishers in

• 14 •

HOW TO
FIND OUT ABOUT
PEOPLE

British reference works when they are best known by their family names, since British books nearly always enter such persons under their titles whether or not those are familiar to the average reader. Similarly, the use of pseudonyms by authors presents some difficulties. And reference-book makers are still arguing over such fine points as whether Leonardo da Vinci should be listed as "Leonardo da Vinci," "Da Vinci, Leonardo," or "Vinci, Leonardo da." In most cases, however, the use of cross references reduces title problems to a minimum.

Aside from this purely mechanical question, the most serious difficulty you will meet in using biographical reference sources is being sure of the accuracy of the information you find in them. Anyone who has used such sources extensively is aware that facts found in even the most reputable often vary widely from those in other, equally reputable, sources. The blame for this wide divergence should seldom be pinned on editors or authors. The real root of the difficulty is that, by and large, biographical data are the most elusive of all facts to establish with certainty.

There are many reasons why this is true. Few people have a Boswell who makes it his concern to record the events of their lives as they occur. Thus, much biograph-

ical information must be reconstructed painfully from incomplete and often contradictory records. Another reason is that much information on people of necessity comes from what data they choose to give about themselves. Some years ago I had reason to correspond with Margaret Mitchell about a biography of her I was preparing for an encyclopedia. I had used in my sketch the birth date of 1900, which I had found in another source. She wrote angrily that she had never revealed the date of her birth and that even if 1900 were correct—which she assured me it was not—she did not want to see it in print. Of course, she could not keep everyone from printing this basic fact of her life, and I note that most reference sources now use that date without any question of its validity. Yet to the best of my knowledge, she never confirmed the date as 1900, and for all I know, it may be wrong. We must assume that many other biographical data in reference works, particularly the kind of information that must come largely from the biographee, has been unconsciously or deliberately falsified or colored.

Similarly, much biographical information has its basis largely in opinion. Upon the publication of Harry S Truman's memoirs, many persons discussed in the work denied that the former President's version of certain incidents was correct. Since in many cases no documentary evidence exists that would settle the dispute, future biographers will find it very difficult to determine the "true facts."

Unfortunately, the vast majority of available biographical data has not been unearthed, recorded, and confirmed in a scholarly fashion. The findings of a famous scientist will usually have been checked meticulously; the basic facts of his life will seldom have been scrutinized and authenticated with like care. Of course, careful biographers have examined and written about the lives of many people. But usually their subjects are the very famous; the lives of those of minor note have seldom seemed worth the time needed to ferret out the facts. Yet both as subjects in most biographical reference works and as the objects of questions we seek to answer about peo-

ple, the minor figures far outnumber the very famous.

For this reason, much of the material you will find in standard biographical reference works is derived from second-hand or third-hand sources. Much material on persons of recent or current note, for example, is based on newspaper stories. Such source material does not even remotely approximate documentary evidence.

Thus, you should approach the use of biographical reference works with caution. You should first try to learn what original sources were used in preparing the material. If a biography includes a bibliography of original sources, as do, for example, most of the entries in the *Dictionary of American Biography*, you can accept the facts you find there with some certainty as to their validity. If the material was most probably supplied by the biographee, as is the case in most "Who's Whos," you must let your judgment guide you as to whether or not the person is likely to tell the truth about himself. If someone unknown to you has prepared the material from unidentified sources, as is the case with many general biographical reference works, you should try to confirm the information in as many other sources as possible.

Types of biographical reference sources

Two different approaches can be taken in the classification of biographical reference works. One of these I have used in categorizing the sources I have listed later in this chapter. That is to classify the sources according to the scope of each work. I feel that this approach is more practical for locating needed information. In learning how to use sources of biographical data, however, it is wise to study them in terms of the kind of source in which the material appears and the form in which it is prepared. Nearly all biographical information appears in one of the following kinds of sources:

BOOK-LENGTH BIOGRAPHIES devoted to the life of one person are not usually classed as reference works. For that reason, and because there are so many of them, I have not listed them in this book. To the best of my knowledge, only one full-length work is

in print today that is devoted to the life of a single person and that follows the standard reference-work pattern. This is the *Beethoven Encyclopedia*, which includes several hundred entries arranged in alphabetical order on all facets of Beethoven's life and works. It appeared only in 1955 and thus may presage a new genre of biographic reference works. There are of course other works of a reference character that deal with some aspects of a person's work, such as the bibliographies of the writings of major authors. These, however, are not basically biographic. Nearly all book-length biographies are written as narratives and are useful for reference in direct proportion to how well they are indexed. Their chief value lies in the fact that, in most cases, they represent scholarly study of primary sources. Thus their authority rating is high. A number of guides to biographies will help you locate such works; the major ones are listed in 14·1, below. Other good leads to such books are the bibliographies given at the end of biographies in various general encyclopedias (SEE Chapter 9 for a listing of encyclopedias that carry bibliographies) and in the bibliographies carried in the various general and specialized works cited later in this chapter. And, of course, you will find biographies indexed in your library's card catalogue.

CHAPTER-LENGTH BIOGRAPHIES appear in a number of books that approach the study of a specialized field via the biographic route. Since many of these sources include fairly detailed biographies of as many as 30, 40, or 50 leaders in a specific field, they constitute valuable reference works and I have listed a number of them later on in this chapter. Although briefer, they resemble book-length biographies in construction; they are useful because of their detail and because of the careful scholarship that has often gone into their preparation.

GENERAL ENCYCLOPEDIAS and such semi-encyclopedia works as *The New Century Cyclopedia of Names* are perhaps the most commonly used single source of biographical data of all kinds. Historically speaking, the inclusion of biographies in encyclopedias is a relatively recent practice, but at present between 20 and 30 per cent of the

entries in most American encyclopedias are biographical. The scope of coverage and the length and scope of individual biographies in the different publications vary a great deal. The types of data included in individual encyclopedias are discussed in 14·2, below. In general, however, it may be said that encyclopedia biographies include such basic data as full names, dates of birth and death, place of birth and circumstances of early life and education, major points in the subject's career, and a listing of his major works, if any. Encyclopedia biographies of persons of major importance also often contain some comment on the significance of their lives and contributions. In some of the larger encyclopedias, such as *Britannica*, biographies of major historical figures occasionally assume chapter-length proportions. The accuracy of many encyclopedia biographies occasionally leaves something to be desired. In most sets, the biographies of major figures have been prepared by experts; when a signature of such an expert is attached to the entry, you can accept its facts with some assurance as to their accuracy. The biographies of minor figures are often prepared by staff writers who draw their facts almost wholly from secondary sources. Thus, no matter how thoroughly checked the biographies may have been, some error is inevitable. Persons using biographies of minor figures in encyclopedias should check the facts where possible against other more nearly primary sources to confirm their accuracy.

ENCYCLOPEDIA YEARBOOKS are useful sources for specialized types of biographical data. The various annuals differ considerably in the amount of information on people they contain; the specialties of each publication are discussed in 14·2, below. In general, however, the yearbooks contain data about, and occasionally brief biographies of, important persons who have died during the year. Some also include brief biographies of persons whose activities have been important or newsworthy during the year. The annuals occasionally are almost the only easily available sources of information on persons of transient importance or of data on minor events in people's lives.

Annuals also list winners of prizes and other honors during the year, diplomats and other officials, and similar information hard to find elsewhere. Since much of the information is based on reasonably primary sources, the accuracy rating of yearbook biographical data is normally high.

DICTIONARIES AND ALMANACS frequently provide a limited amount of biographical data. Unabridged and a few large abridged dictionaries usually carry biographical material, either as entries interspersed between word definitions in the main body of the dictionary or in a separate biographical section. The material in such entries is usually limited to the names, dates of birth and death, and a brief identification of the person. Such facts are, of course, sufficient if that is all you wish to know. Such identifications are also useful guides to specialized sources giving fuller data. Thus, if your dictionary tells you that a person was a Spanish musician, you can then go to a biographical dictionary of Spaniards or of musicians. Several of the almanacs also contain similar "biographical glossaries." In addition, in their various tables, they include much information on people. For example, they may list sports champions and record holders in their sports sections. Lists of past and present heads of governments and other officials appear in many almanacs. These names are seldom indexed and can be located only by searching through the sections in which they appear.

GENERAL BIOGRAPHICAL DICTIONARIES contain entries roughly similar in format to those found in general encyclopedias. They tend, however, to include more persons than do the latter sources. Individual biographical dictionaries vary considerably; the scope of their coverage ranges from the relatively brief entries in such a book as *Webster's Biographical Dictionary* to the nearly chapter-length and very chatty entries in *Current Biography*. Almost all general biographical dictionaries are prepared anonymously, and their contents are usually based on secondary sources. Thus, errors occur occasionally as well as disagreements with other sources on specific facts. Biographical dictionaries, therefore, are most useful as sources for checking and compar-

ing facts and as guides to further information.

SPECIALIZED REFERENCE SOURCES of many types contain biographical data on notable persons in the fields covered. Indeed, as I have mentioned, some specialized reference works are purely biographical. Entries in most such sources follow encyclopedia practices in over-all format and scope of inclusion, though some works tend to give more space to an appreciation of the person's significance than do the more general publications. The chief value of these works lies in their inclusion of minor figures often not listed in more general biographical sources and in their accuracy rating. The latter depends on the competence and scholarship of their authors, but since they are usually specialists in their fields, most enjoy a high repute.

WHO'S WHOS of many kinds, covering geographical areas as well as special fields, have appeared in recent years. A number are of questionable value, since they were produced by persons of dubious abilities and even more dubious motives. The well-known volumes, however, enjoy excellent reputations, and within the limitation of the methods used in gathering their information, they are reliable sources of data on the contemporary persons they cover. Nearly all the facts included in "Who's Whos" have been obtained from questionnaires filled out by the individuals covered. Thus, these facts are only as accurate and complete as the person has chosen to make them. Both men and women occasionally decline to give their birth dates, and some have been known to fudge a bit even when they have supplied a date. Other persons tend to gloss over parts of their careers of which they are not entirely proud, omitting the titles of their unsuccessful books, for example. These human failings aside, the well-edited "Who's Whos" are among the best of primary sources of data on living persons. Here you will find much information of a personal nature not contained elsewhere, such as home and office addresses and names of the subject's spouse and children. It should be remembered that usually you will find in a "Who's Who" only biographies of people who enjoy repute in

their various fields. Measurement of repute is a somewhat subjective matter, and thus you may not always find a well-known person included in a particular source. This is sometimes true of such persons as actors, entertainers, and sports stars, whose occupations, until recently, were thought too undignified to warrant their inclusion. And, of course, you will not find persons listed who are notorious rather than famous.

WHO WAS WHOS are the same as "Who's Whos" except that they carry only biographies of deceased persons. Usually, their entries are the final ones appearing in the parent "Who's Who" with the addition of the death date. Most cover persons who died during a specific period. Librarians have particularly welcomed these works as a way to clear their shelves of old editions of "Who's Whos" without sacrificing any of the data they contain that no longer appears in new editions.

NEWSPAPERS AND NEWS MAGAZINES that are stored in bound volumes and are well indexed provide excellent sources of information on people. For example, the *New York Times Index* [8-3], with its annual listing of obituaries in the *Times*, provides one of the quickest ways to determine whether or not a well-known person is still alive. The technique is to locate the most recent reference that indicates the person was still living at a particular date and then to run through all subsequent indexes until one finds the person's name or draws a blank. Failure to find such a person listed in the *Times's* obituary columns is almost certain evidence that he is still alive, since the paper almost never misses recording the death of anyone throughout the world of even minor note. The *Times's* obituaries themselves are excellent sources of biographical data. Usually they have been prepared in a leisurely fashion long before the person's death and are based on authoritative material. Though fairly short, they contain most information of general interest. The news magazines and such news digests as *Facts on File* [6-2] are good sources for confirming deaths as well as for finding facts about day-to-day activities of prominent persons. The occasional "cover stories" in such magazines as *Time* provide

detailed and often intimate data on the lives of prominent people.

OTHER PERIODICALS of different types are often useful biographical sources, because they frequently provide far more data than are included in most reference works and because they tend to discuss people prominent in the news but not yet treated in detail, or at all, in more permanent sources. Such is the case, for example, with sports figures and many persons in the entertainment world. Do not ignore the sketches of contributors carried by many magazines. Guides to periodicals are discussed in Chapter 8.

TEXTBOOKS AND OTHER NONFICTION WORKS not essentially biographical in nature can often be used to find biographical data not obtainable elsewhere. Although they seldom include such basic facts as dates and places of birth and death, they frequently discuss personal accomplishments and contributions to a greater extent than do the more conventional works. Their use for reference, of course, depends on how detailed their indexes are. They are especially useful as arbiters in checking divergences in facts in other sources, since their authors usually rank high as authorities.

DIRECTORIES often prove useful sources of limited amounts of biographical information, particularly on persons not listed elsewhere. For example, in them you can often find addresses, names of organization officials, the dates a person has held a position, and the like. A few directories even include brief biographies of persons they list. There are so many directories in print that I have listed in this book only the most important ones. You will find guides to other directories listed in Chapter 10.

Listed above are the chief sources of biographical information arranged by types. I am listing the different sources of specific biographical data, however, according to the scope or purpose of each work. There are five broad categories of biographical reference works: general guides to biographical materials, general biographical reference works, general works limited in coverage to specific geographic areas, specialized biographical reference sources, and sources of pictures of people.

14.1 General Guides to Biographical Materials

Many of the guides to periodicals, books, and directories listed in Chapters 8, 9, and 10, respectively, are useful guides to biographical materials appearing in these various publications. In addition, there are a limited number of publications that are almost exclusively concerned with listing sources of biographical data:

Biographical Sources for Foreign Countries. General Reference and Bibliography Division, U.S. Library of Congress. Washington, D.C.: Government Printing Office. 1944-1945. 4 parts.

A wartime publication, this work especially emphasizes areas of World War II interest. Part 1 treats the world in general; Part 2, Germany and Austria; Part 3, the Philippines; and Part 4, the Japanese Empire. Each section consists of an annotated bibliography of sources including general biographical reference works as well as many specialized sources, directories, government publications, and the like. Though now somewhat out of date, many of the sources listed are still published.

Biography in Collections, suitable for junior and senior high schools. Hannah Logasa. 3d ed., rev. and enl. New York: The H. W. Wilson Company. 1940. 152 pp.

Now out of print, this work analyzes 334 different collections and 41 additional books devoted to biography. It indexes them alphabetically by biographee and includes subject classifications.

Biography Index [8.5] is the best current guide to biographical materials appearing in a wide variety of sources. Indexed alphabetically by biographee, with appended subject classifications, it covers most major peri-

odicals, books, portions of books, obituaries in periodicals, including *The New York Times*, and other sources. It appears quarterly with annual cumulations.

Index to Profile Sketches in New Yorker Magazine. Thomas S. Shaw. Boston: The F. W. Faxon Co., Inc. 1946. 100 pp.

A three-way cataloguing of *New Yorker* "profiles" through the first 15 volumes of the magazine (Feb. 21, 1925, to Feb. 19, 1940). Thereafter, the articles may be located through the *Reader's Guide to Periodical Literature*. Each article is indexed by its subject, by his occupation, and by the author of the article.

Institutions and Individuals [10.2] lists many standard sources of biographical data, both general and specialized.

Standard Catalog, biography section. Minnie Earl Sears. 2d ed., rev. and enl. New York: The H. W. Wilson Company. 1927. 129 pp. Supplement: 1932. 67 pp.

This work has been replaced by the *Biography Index*. It remains, however, a useful source for older biographical sources, analyzing via an alphabetical listing by biographee some 1150 different books dealing primarily with biographies. Most titles were selected on the basis of their availability in public libraries.

Many of the works cited later in this chapter carry bibliographies of biographies. For works that constitute in their entirety guides to specialized biographical sources, see 14.3 under the headings "United States," "Great Britain," and "Canada," and likewise see 14.4 under the headings "Authors," "Mathematicians," "Musicians," and "Medicine."

14.2 General Biographical Sources

I have classified as general biographical sources those that deal with all kinds of persons without regard to their national origin or the field in which they have excelled. These sources vary widely, however, in the number of persons they include and

in the scope and detail of information they provide on each. Some sources restrict themselves to the dead; others deal only with persons living at the time of publication. There are several major types of general biographical sources:

GENERAL ENCYCLOPEDIAS

Every general encyclopedia, major and minor, devotes a fairly large percentage of its space to biography. All follow a fairly standard format in preparing their biographical entries; they differ primarily in the persons they choose to include and in the scope of coverage they give each biographical entry. I have not carried out a detailed check on this point; I am certain, however, that you would find biographies of the same important persons, about 2000 in all, appearing in most major encyclopedias. Beyond what might be called these basic biographies, you will find that the scope and criteria of inclusion vary considerably, depending on the size and point of view of the individual publication. You will also find wide variance in the amount of space each encyclopedia devotes to individual biographies. I discussed the major encyclopedias in 5.1; of those listed there, the following are the most useful biographical reference sources:

American Educator Encyclopedia includes the basic biographies, with perhaps a thousand or more in addition, selected on the basis of their interest to students in the upper elementary- and high-school grades. Individual entries are about average in their scope of coverage.

American Peoples Encyclopedia includes more than 10,000 biographies among its entries. Its coverage is especially notable for inclusion of an unusually large number of living persons. Among the fields to which it devotes unusual biographic attention are sports, medicine, psychology, education, science, government, contemporary literature, and the arts. Except for major historical personages, biographic coverage is generally limited to basic data.

Chambers's Encyclopaedia, both the older editions and the most recent one, is a useful source of biographical information on rather obscure Britons and some Continental Europeans, particularly scientists.

Collier's Encyclopedia devotes somewhat less of its space to biography than do most other encyclopedias. To the lives of the persons it does cover, it gives rather detailed discussion. Most of these persons belong to the basic list. The set is most useful for its inclusion of

biographies of linguists and philologists. The number of living persons included is unusually high.

Columbia Encyclopedia includes biographies of perhaps 15,000 persons, with a generally even balance between the living and the dead. In keeping with the over-all style of the work, biographies are limited largely to basic data. This is an especially good source of information on persons in American history, on Latin Americans, on artists, and on social scientists. It has the most complete coverage of Biblical personages of any general encyclopedia.

Compton's Pictured Encyclopedia carries fairly detailed biographies of major personages in the main body of the set. In addition, it includes brief biographic data on many lesser figures in its "Fact Index." The latter is especially useful for its biographic information on writers and illustrators of children's books and on Canadian figures.

Encyclopaedia Britannica limits its biographies almost exclusively to persons no longer living. It is particularly notable for its long and detailed biographies of noted persons of English and Continental European history. Its bibliographical notes on biographies are especially useful.

Encyclopedia Americana includes perhaps more individual biographical entries than any other general encyclopedia. It follows fairly traditional standards in its criteria for inclusion, emphasizing persons no longer living. It is an especially good source of data on relatively obscure persons of the nineteenth and early twentieth centuries, particularly political and business people. It includes an exceptionally large number of Canadians.

New Standard Encyclopedia limits its biographical coverage primarily to the basic biographees, with a thousand or so additional entries devoted in general to persons of interest to younger readers.

Oxford Junior Encyclopaedia in its "Great Lives" volume gives biographies of about 550 notables, primarily of the past. Though this set is British, most of the people discussed are of world-wide interest. The biographies are fairly long and emphasize human interest in their inclusion of facts.

World Book Encyclopedia includes about 7500 biographies among its entries. Few are very long, but all include basic data. The

persons dealt with are well balanced between the living and the dead. It is an especially useful source of data on contemporary political figures and on authors and illustrators of children's books.

ABRIDGED ENCYCLOPEDIAS

All the various "desk encyclopedias" give a good part of their space to biography. Each follows a fairly standard pattern of inclusion, and few give more than the merest basic data on the persons they include. Of the different abridged encyclopedias discussed earlier [5.2], the following are perhaps the most useful sources of biographical data:

Lincoln Library of Essential Information includes a section of rather brief biographies of more than 3600 different persons, well balanced between people of past and contemporary note.

The New Century Cyclopedia of Names is perhaps the most useful single source of general biographical information among fairly recent publications. Though some of its biographical entries are little more than simple identifications, most entries include much of the basic information you need for elementary biographical research. The work's inclusion of biographies is so eclectic and so complete that it is difficult to point out any special fields in which it is especially useful. Because such biographies are rather hard to locate elsewhere, *Century* is most useful, perhaps, for its listings of medical figures and of Oriental and Latin-American notables past and present.

The Volume Library contains a biography section including rather brief entries on some 3000 persons.

FOREIGN-LANGUAGE ENCYCLOPEDIAS

Every encyclopedia tends to emphasize biographies of the persons best known in the areas where the work's language is spoken. This fact is as true of foreign-language encyclopedias as it is of American and British sets. Thus, when you cannot find reference data on a German, Frenchman, or Latin American in an English-language source, you will want to turn to an encyclopedia written in German, French, or Spanish. The various major foreign-lan-

guage encyclopedias you are likely to find in American libraries are listed earlier [5.3]. Their value as biographical reference sources is self-apparent and requires no further comment here. Obviously, those sets of which postwar editions have appeared are most useful sources of biographical data on contemporary figures.

ENCYCLOPEDIA ANNUALS

Several of the various encyclopedia yearbooks [6.1] contain useful biographical information. Among these are:

Americana Annual limits its biographical information to an extensive section under the heading "Necrology," listing important persons who died during the year covered. Each listing includes brief biographical notations.

American Peoples Encyclopedia Yearbook probably includes more biographical information than any other encyclopedia annual. This appears in several forms. Obituaries of important persons who died during the year are given under the heading "Deaths." Notes on what several hundred persons did that year appear under the heading "Names in the News." The people listed here include both those of rather permanent interest and those to whom the year brought sudden fame. In addition, there are separate biographies covering the activities of particularly important persons during the year. There are also tables of diplomats, important U.S. government officials, and winners of prizes and awards.

Britannica Book of the Year contains a relatively few separate biographies covering the activities of major persons during the year. It also gives brief obituaries under that heading.

Collier's Year Book gives biographical data on about a hundred persons notable during the year under the heading "Personalities of the Year." It lists obituaries under the heading "Necrology."

The New International Year Book limits its biographical data in more recent editions to listing obituaries under the heading "Necrology." Earlier editions carried a few biographies in the main alphabet. Obituaries in these early editions are especially valuable sources of data on rather obscure people.

The World Book Encyclopedia Annual Supplement, the briefest of the encyclopedia

yearbooks, includes a few individual biographies on outstanding personalities of the year. It carries obituaries under the heading "Deaths."

World Topics Yearbook includes extensive biographical data both in the form of separate entries on people active during the year covered and within the body of other entries. The latter data can be located through the index.

ALMANACS AND OTHER ANNUALS

Of these publications discussed in 6·2, the following are the most useful sources of biographical data:

Facts on File contains much biographical data in each of its weekly issues. Although very occasionally it carries a brief sketch of the life of someone who has come into rather sudden prominence, such as a newly appointed high government official, most biographical information is of the "spot news" variety. This includes listings of deaths, marriages, and divorces of prominent persons, announcements of publications of authors' new books, actors' appearances in new plays or motion pictures, appointments of businessmen to new posts, assignments of officials and diplomats to new positions, the naming of new heads of organizations and institutions. In addition, the activities of persons in fields ranging from world politics to sports and the arts is noted in the course of summarizing the week's news. Each name that appears in the publication is included in the index.

Information Please Almanac lists the birth and death dates and places of birth of a large number of prominent Americans. It also gives brief biographies of all U.S. Presidents and many lesser officials.

Keesing's Contemporary Archives, though similar in organization and purpose to *Facts on File*, contains far less essentially biographical data. It gives almost no personal trivia of the sort that the American publication provides. As a biographical source its chief value is its information on the activities of foreign government officials and on European cultural events, especially literature.

"**Today**" contains various lists and tables of biographical data. These include general lists of prominent persons, with dates and identifications; lists of government officials, past and present; lists of authors with their best books; and lists of winners of various prizes

and awards. Individuals' names are not indexed.

Whitaker's Almanack is especially useful for its biographical data on Britons. Since personal names do not appear in the index, this information can be located only by looking in the proper list. Among the useful biographical features are lists of rulers of various countries, both past and present; a list of all the contemporary peers and nobles of Great Britain; lists of all major British government officials; holders of British decorations; and an annual listing of obituaries.

The World Almanac contains in its many lists and tables many useful biographical data, although the material can be located only by consulting the proper list, since names do not appear in the index. Among the useful features are lists of current U.S. Federal and state government officials, as well as city officials of New York; lists of former high U.S. government officials; obituaries of the previous year; lists of record holders and champions in almost all major and minor sports; and winners of many prizes and awards.

DICTIONARIES

Both abridged and unabridged dictionaries contain a limited amount of biographical information. In most cases, this consists of listings of names, with dates and brief identifications. The most extensive biographic lists naturally appear in the unabridged dictionaries. Of those listed in 7·1, the *Funk & Wagnalls New Standard Dictionary* carries about 65,000 proper names within the main alphabet. The *New Century Dictionary of the English Language* and *Webster's New International Dictionary* have separate biographical dictionary sections.

OTHER SOURCES

The following are a number of general biographical sources of a wide variety and scope:

Book of Days [16·127] contains much biographical data on persons who lived from ancient times to the end of the nineteenth century. Information is arranged in accordance with the calendar, but may be located through a name index. This is a useful source for ascertaining the birthdays of famous

people as well as for determining the exact dates of individual achievements.

Chambers's Biographical Dictionary. David Patrick and F. Hindes Groome, compilers. 19th ed. New York: The Macmillan Company. 1956. 1006 pp.

This biographical handbook contains perhaps 20,000 brief sketches of prominent persons of all times and activities. Its selection of personalities strongly reflects its British origin.

Concise Universal Biography. J. A. Hammer-ton, ed. London: Amalgamated Press. 1935. 2 vols.

A well-illustrated work covering perhaps 10,000 famous men and women of all countries and times. Now out of date and rather careless with some of its facts, it is useful primarily as a secondary source.

Current Biography, who's news and why. New York: The H. W. Wilson Company. 1940-

This is the most important single source of biographical data on contemporary notables. Nearly all Americans who attain and maintain a degree of national fame, as well as such prominent foreigners as government officials, artists, writers, scientists, and the like, eventually appear in its pages. Between 350 and 400 personalities are discussed in each year's edition. The publication appears initially in paperbound monthly editions. These are cumulated annually in a single alphabet, with a cumulated name index covering the current and several previous editions; a classified listing of names in the current editions by professions or fields; and an annual necrology.

Each biography is quite extensive, written somewhat in the manner of a *New Yorker* profile, with considerable personal trivia. Nearly always, a portrait accompanies each biography. Appended is a list of sources of further information on the person discussed. Occasionally, a revised biography of an especially prominent person appears several years after he is first listed in the publication. A brief obituary on any person previously entered appears shortly after his death.

Dictionary of Dates [16·127] includes lists of birth and death dates of famous people of all times as well as classified lists of famous artists, scientists, writers, rulers, and other persons in many other categories.

Dictionary of European History [16·216f] includes several thousand brief biographies of Europeans in many different fields ranging from about A.D. 500 to the present time.

A Dictionary of Last Words [16·252] is a source of data on the dying moments of about 1600 famous men of all periods.

A Dictionary of Universal Biography of All Ages and People. Albert M. Hyamson. 2d ed. New York: E. P. Dutton & Co., Inc. 1951. 679 pp.

This entirely rewritten edition of a standard work first published in 1916 gives brief identifications of about 110,000 famous persons who died before 1950. Entries include birth and death dates, nationalities, and occupations or fields. In addition, and perhaps most important, most entries indicate where more extensive information may be found.

Imperial Dictionary of Universal Biography. Glasgow: William Mackenzie. 3 vols.

No copyright date is available for this work but it appears to date from about 1880. Despite its antiquity, it remains a useful source of information on historical personages, especially of Britons of the twelfth to mid-nineteenth centuries. Its some 15,000 biographies on nearly 3000 pages appear to have been the products of careful research.

The International Who's Who. London: Europa Publications, Ltd. 1935- . Annual.

An annual compilation of nearly 10,000 brief sketches of prominent persons throughout the world, it stresses particularly political figures, scientists, scholars, prominent business figures, writers, and artists. It includes addresses of all persons discussed. This work is especially valuable as a source of data, in English, on persons of the smaller countries in Europe, Latin America, the Middle East, and the Far East who are seldom cited in other sources.

Makers of the Modern World. Louis Untermeyer. New York: Simon and Schuster, Inc. 1955. 809 pp.

Subtitled "the lives of ninety-two writers, artists, scientists, statesmen, inventors, philosophers, composers and other creators who formed the pattern of our century," this work consists of brief biographical sketches of persons of recent or contemporary note with an appreciation of their contributions. There is a selected bibliography for further reading.

New Larned History [16·216a] contains much useful biographical data in solid, easy-to-find chunks, much of it based on primary sources. It is of course now out of date but remains valid for persons who lived largely before 1900.

New York Daily Tribune Index [8·3] will guide you to biographical data on persons living during the years covered (1875-1906). It indexes many obituaries.

New York Times Index [8·3], published since 1913, is an invaluable guide to important data on persons living during the period covered. As already mentioned, the *Times* seldom fails to include an obituary of any person, even if only of slight prominence. Checking the *Index* under the heading "Deaths" is one of the quickest ways to confirm a death date.

100 Most Important People. Donald Robinson. Boston: Little, Brown & Company. 1953-. Annual.

This highly subjective selection of the most important people alive in the world, slightly revised each year, contains extensive biographical data on the persons it covers.

People. (Vol. 1 of *People, Places, and Things*.) Geoffrey Grigson, ed. London: Grosvenor Press. 1954. 469 pp.

This delightful book is one that can be recommended for reading as well as consulting. It contains biographies of about 750 different persons of all times and countries, selected not only for their fame but for their interest as persons. Thus, the sketches, although not neglecting basic facts, stress discussion of what the subject was really like, what motivated him, what influence he had. Portraits of about a third of the biographees are included, many of them paintings in full color.

The Reader's Encyclopedia [16·259] contains a thousand or so brief biographies, primarily of writers but also of other persons whose names frequently appear in literature.

The Speechmaker's Complete Handbook [16·363] contains many anecdotes and little-known facts about famous people, easy to locate through its index.

Universal Pronouncing Dictionary of Biography and Mythology. Joseph Thomas. Philadelphia: J. B. Lippincott Company. 1930. 2550 pp.

Now long out of print, this last printing is actually the third edition of 1901 somewhat revised and brought up to date. Usually called "Lippincott's Biographical Dictionary," this source has long been a standby of reference workers because of its completeness and over-all accuracy. It includes perhaps 20,000 biographies of famous persons of all times and countries.

Webster's Biographical Dictionary. Springfield, Mass.: G. & C. Merriam Company. 1943. 1697 pp.

Although still in its first edition, this standard work is periodically revised and brought up to date, the most recent revision having been made in 1953. It contains more than 40,000 biographical entries, ranging from brief identifications to sketches several hundred words long on very famous people. It is especially useful in tracing family relationships among several famous people of the same name. Pronunciations of difficult names are given. An extensive appendix includes tables of U.S. Presidents, Cabinet officials, major military officers and other officials, as well as of rulers of major countries, both ancient and modern.

Who Knows—and What, among authorities—experts—and the specially informed. 2d ed. Chicago: The A. N. Marquis Company. 1954.

A companion volume to *Who's Who in America*, it is a useful but not entirely satisfactory attempt to help one locate authorities in various fields, other than the practice of medicine and law. The first section gives biographical sketches in *Who's Who* style of about 17,000 different experts and specialists, indicating their special fields of knowledge. If a sketch of the person is to be found in *Who's Who in America*, only the name and specialty is given. Each listing bears a key number. In the back of the book appears an index of specialties, to which are appended the key numbers of biographees belonging to that specialty. The chief problem in using the book is that frequently several dozen key numbers are given for one specialty; hence, since little attempt is made in the sketches to indicate the specific qualifications and minor aspects of specialization of the individual biographees, it is difficult to single out one or two persons from the group. Thus, the work's primary use is for locating authorities on really obscure subjects.

14.3 GENERAL BIOGRAPHICAL SOURCES LIMITED GEOGRAPHICALLY

Who Was When? A dictionary of contemporaries. Miriam Allen DeFord. New York: The H. W. Wilson Company. 1950. 162 pp.

The purpose of this unique work is to make readily apparent the famous contemporaries of any famous person living between A.D. 500 and modern times. Chronological listings appear in parallel form under the headings of different fields of achievement. Individuals

may be located through the index if you do not know their dates.

World Biography. Bethpage, N.Y.: Institute for Research in Biography, Inc. 1940- .

New editions of this work appear irregularly, the fifth having been published in 1954. Its 1215 pages include about 15,000 "Who's Who"-style sketches of living persons of all callings and countries, with emphasis on Americans and Europeans.

14.3 General Biographical Sources Limited Geographically

In addition to the truly general biographical sources listed above, a large number of works are general in the sense that they list people of many different occupations but cover only people of certain countries or areas. These works are most valuable as sources of information about people not famous enough to appear in the wholly general biographical reference works. For example, for every Frenchman you find listed in *International Who's Who* you will find perhaps a hundred more listed in *Who's Who in France*.

The large majority of the geographically restricted biographical sources are of the "Who's Who" variety, limited to contemporary people. Few of them have been published for enough years to make their early editions of much use for historical research. Because of their "Who's Who" format, most of the sources are useful solely for rudimentary biographical facts. The number of truly national biographies is as yet limited. For biographical material beyond basic facts on lesser-known persons of most countries, consulting a good general encyclopedia published in that country [SEE 5.3] will probably serve you best.

Besides the general biographical sources limited geographically, there are a large number of specialized sources also geographically limited. In the listings below, I have made cross references to the appropriate headings in section 4 where such specialized sources are listed. However, I have made no cross references to U.S. specialized sources since they appear under almost every heading in the section.

Taken together *Europa* and *Orbis* [15.2] give, by countries, limited biographical data

on every important country in the world. Identical in format, the former deals with European countries, the latter with extra-European nations. The biographical information they contain is of the directory variety, listing persons in accordance with their positions in a wide variety of fields—publishing, banking, insurance, organizations, transportation, broadcasting, religion, diplomacy, and politics. Similar data are to be found in the abridgement of these volumes called *The World of Learning* [16.148], which limits its coverage to educational and cultural organizations and institutions. These works are especially good sources of addresses, both of individuals and of the organizations with which they are connected. The volumes are not indexed but the format makes most data easy to locate if you have a fair idea of what you are looking for.

I have organized the following list by general areas with subheadings for the different countries in those areas:

THE AMERICAS

The United States and territories

Alaska Today [15.4] contains a brief "Who's Who" section with about 20 biographies of prominent Alaskans.

American and English Genealogies in the Library. U.S. Library of Congress. 2d ed. Washington, D.C.: Government Printing Office. 1919. 1332 pp.

A listing of the genealogical works in the national library, this constitutes a good guide to biographical source materials for the serious researchist or for the person who wants to trace his family history.

American Genealogical-Biographical Index. Fremont Rider, ed. Middletown, Conn.: American Genealogical Index. Series 1, vol. 1-48, 1942-1954. Series 2, vol. 1- , 1955- .

This constitutes a detailed bibliographical guide to genealogical and biographical source materials on Americans. Volumes appear more or less on a quarterly basis.

American Genealogist, being a catalogue of family histories. 5th ed. Albany, N.Y.: Munsell and Company. 1900. 406 pp.

A listing of titles of books and other publications on American family history, dating from about 1771.

Appleton's Cyclopaedia of American Biography. J. G. Wilson and John Fiske, eds. New York: D. G. Appleton & Company. 1887-1900. 7 vols.

This is an oddity among reference works. Of primary importance is the fact that a rather large number of completely fictitious biographies have been found in it. However, the accuracy rating of its other entries is rather high. Now long out of date, it is chiefly valuable for Americans of the eighteenth and nineteenth centuries. There are many small portraits and occasional facsimiles of autographs. The supplementary seventh volume also contains lists of pen names and nicknames. All seven volumes are analytically indexed. In 1915, the Press Association Compilers, Inc., of New York republished the work, under the title *Cyclopedia of American Biography*, *Appleton's Revised*, revising the original plates slightly to exclude some older biographies and insert new ones. Between 1918 and 1931, the same publisher released six supplementary volumes, calling them Vols. VII-XII, containing about 400 biographies apiece. They are not arranged in alphabetical order, as are the basic volumes, and are not analytically indexed.

Dictionary of American Biography. Allen Johnson, ed. New York: Charles Scribner's Sons. 1928-1937. 21 vols. (1946; 11-vol. ed.). Supplement I: 1944; 718 pp.

This highly authoritative compendium of national biography was compiled under the auspices of the American Council of Learned Societies. The basic 20 volumes contain approximately 6800 detailed sketches of the lives of Americans who achieved fame in a

variety of fields, all of whom died before the publication date. Supplement I added 652 sketches of persons, some of whom were eligible for but not included in the original volumes but most of whom died between the initial publication date and the end of 1935. Each article is signed; most of the contributors are first-rank scholars. Each sketch ends with a bibliography of sources, most of them primary. Few sketches are less than 500 words; many run to several thousand. Vol. XXI consists of several indexes: a listing of biographees with their birth and death dates and the names of the authors of their sketches; a list of contributors with the titles of their sketches; a list of biographees according to the states or foreign countries in which they were born; a list of biographees according to the educational institutions they attended; a list of biographees according to their occupations; and finally, a topical index. The last item makes the work especially useful as a reference source on American history. Supplement I is not indexed.

The Encyclopedia of American History [16·216p], by Richard B. Morris, includes a section of biographical sketches of 300 notable Americans, nearly all of the past. Though brief, the sketches contain most essential data. The section is prefaced by an analytical listing of the biographees by their fields of achievement.

Guide to American Biography. Marion Dargan. Albuquerque, N.M.: The University of New Mexico Press. 1949-1952. 2 pts.

A fairly comprehensive bibliographical guide to source materials on major American historical personalities.

Handbook of Texas [15·4] contains among its alphabetically arranged entries biographies of most prominent Texans, past or present.

Index to American Genealogies, and to genealogical material contained in all works such as town histories, county histories, historical society publications, biographies, historical periodicals, and kindred works, alphabetically arranged. 5th ed., rev., impr., and enl. Albany, N.Y.: Munsell and Company. 1900. 352 pp. Supplement: 1908; 107 pp.

This index lists about 50,000 references in publications appearing before 1900. The supplement covers material appearing between 1900 and 1908.

National Cyclopaedia of American Biography.
New York: James T. White & Co., Inc.
1892- . Vol. 1- .
—Current Volume, A- . 1930- .

This is a publication that seemingly can go on forever. Each volume contains several hundred biographies of eminent and lesser-known Americans, not arranged in alphabetical order and thus not demanding adherence to any over-all plan. In recent years, a new volume in the basic series, dealing with deceased persons, has appeared about every two years, with Vol. 39 published in 1955. The "current volumes" include biographies only of living persons, appearing on a less frequent schedule. Bearing letter designations, Vol. H appeared in 1952. Lacking any semblance of order, the volumes can be used only with their indexes, which are published in loose-leaf form. They index subjects as well as names of biographees, making the series a useful source in American history. The individual biographies are unsigned, being staff-written and based in large part on material submitted by the persons discussed or by their families. Individual sketches are fairly extensive and are especially useful for their tracing of family relationships. Most biographies carry portraits.

Tewkesbury's Who's Who in Alaska and Alaska Business Index. Juneau, Alaska: Tewkesbury Publications. 1947- . Vol. 1- .

Originally intended to be republished periodically. I have been unable to discover whether or not new editions of this guide to prominent Alaskans have been or will be published.

White's Conspectus of American Biography, a tabulated record of American history and biography. 2d ed. New York: James T. White & Co., Inc. 1937. 455 pp.

This work is based on the index to the *National Cyclopaedia of American Biography* described above and is, in essence, a classified index to that portion of the work published prior to 1937. It consists of many different lists of Americans in numerous classifications, especially chronological lists of holders of a variety of positions, winners of prizes and awards, and the like. It is thus a useful reference source in itself without reference to the work on which it is based.

Who's Who in America, a biographical dictionary of notable living men and women. 1899- .

Who's Who in Chicago and Vicinity. 1941- .

Who's Who in the East, a biographical dictionary of noteworthy men and women of the eastern United States. 1943- .

Who's Who in the Midwest, a biographical dictionary of noteworthy men and women of the central and midwestern states. 1949- .

Who's Who in New England, a biographical dictionary of leading living men and women of the states of Maine, New Hampshire, Vermont, Massachusetts, Rhode Island and Connecticut. 1909- .

Who's Who in the South and Southwest, a biographical dictionary of noteworthy men and women of the southern and southwestern states. 1948- .

Who's Who in the West, a biographical dictionary of noteworthy men and women of the Pacific Coast and the Western states. 1949- . Chicago: The A. N. Marquis Co.

These publications are so similar in format that they can be discussed together. As is obvious, the regional publications all stem from the parent volume, *Who's Who in America*, the standard source of information on notable living Americans for more than half a century. Many of the biographical sketches in the regional volumes appear also in the national work; in addition, biographies of persons of less renown also appear in the appropriate regional work. New editions of *Who's Who in America* appear biennially in even-numbered years. Most of the regional volumes also follow a biennial publishing schedule. A geographical index (with the vocation of individuals indicated by a key) and an alphabetical list of individuals dropped since the preceding volume are issued for each volume. In addition, a monthly supplement including new biographies and notations of deaths of previous biographees is issued, with a cumulative annual index. A 1939-1949 cumulated index has also been published. *Who's Who* sketches are based on material submitted by the biographee in reply to a questionnaire and are staff-edited. The staff selects persons for inclusion; a great many inclusions are automatic, being based on the holding of certain positions. Since a listing in *Who's Who* carries a cachet of distinction, you will not find in it persons who are notorious rather than famous. In early years, the standards for listing in the publication were somewhat stuffy; far more ministers and edu-

cators appeared in its pages than did actors and entertainers. In more recent editions, a more realistic approach has been taken, and you will find in them most persons whose claim to renown is based on solid achievement. *Who's Who* entries contain much personal information, including records of marriages and names of children, and office and home addresses. Here are some tips on using the work. Don't overlook the addenda at the back of each volume. An asterisk (*) at the end of a sketch indicates that the entry in this edition has not been checked by the biographee and hence may be out of date. Some entries give only the name and a reference to a previous edition; this usually indicates that the person is still alive but has done nothing noteworthy recently. Omission of a person's name from a new edition normally indicates that he has died; his name should be checked in the necrology list issued since the last edition in which he was listed.

Who's Who in New York (City and State). 12th ed. New York: Lewis Historical Publishing Company. 1952. 1343 pp.

A publication similar to the above, published in a new edition about every five years.

Who Was Who in America, a companion volume to *Who's Who in America*. Chicago: The A. N. Marquis Co. Vol. 1 (1897-1942); 1942. Vol. 2 (1943-1950); 1950.

Each volume contains the final sketches published in *Who's Who in America* of persons who died during the years indicated, with the date of death appended. Publication of a volume in this series permits discarding editions of the basic work for the years covered in the *Who Was Who* volume since it contains the biographies of deceased persons omitted in later editions of *Who's Who*. The first two volumes include sketches of about 33,000 Americans.

Canada

SEE ALSO 14·4, Authors; Bookdealers; Composers; Lawyers; Librarians; Poets; Railroading.

Les Biographies françaises d'Amérique. 2d ed. Sherbrooke: Les Journalistes associés. 1950. 913 pp.

Lists about 1000 prominent living French-Canadians, with many portraits.

Canadian Almanac and Directory [15·5] contains much biographic data on Canadians of

all kinds. It is organized in directory style and is particularly useful for finding names and addresses of officials of companies, institutions, organizations, and the like, as well as of national, provincial, and local officeholders.

Canadian Diaries and Autobiographies. William Matthews. Berkeley, Calif.: University of California Press. 1950. 136 pp.

A bibliographical guide to autobiographical source materials on prominent Canadians, this is a useful source for historical as well as biographical research.

Canadian Who's Who. Toronto: Trans-Canada Press. 1910- .

This work now appears in approximately biennial editions, following much the same format and standards of inclusion of other national "Who's Whos."

The Dictionary of Canadian Biography. William Stewart Wallace. 2d ed., rev. and enl. Toronto: The Macmillan Co. of Canada, Ltd. 1945. 2 vols.

This work is basically an abstracting of the biographies contained in *The Encyclopedia of Canada* [15·5] but has been expanded and revised in this edition to include new biographies, especially of living Canadians of cultural significance, and to bring up to date older biographies.

The Encyclopedia of Canada [15·5] contains many useful biographical sketches of Canadians of historical interest but is seriously out of date.

Newfoundland Who's Who. St. John's, Nfld.: Newfoundland Who's Who. 1952. 102 pp.

Following the standard pattern, this work lists about 200 prominent living Newfoundlanders, including many portraits.

Oxford Encyclopaedia of Canadian History [16·216e] is a valuable source of much biographical data on Canadians of historical importance as well as being a guide to further sources of information.

Standard Dictionary of Canadian Biography, the Canadian Who Was Who. Toronto: Trans-Canada Press. Vol. 1 (1875-1933). 1934. Vol. 2 (1933-1937). 1938.

This work supplements the *Canadian Who's Who*, listing deceased persons' biographies previously appearing in that volume. The biographies are not written in *Who's Who* style, however, and in Vol. I appear many

names of persons dead long before the parent publication first appeared. The preparatory research appears to have been scholarly; each biography is signed and bibliographies of sources are appended to most entries.

Who's Who in Canada, including the British possessions in the western hemisphere. B. M. Greene, ed. Toronto: International Press, Ltd. 1922- .

This work is chiefly valuable for its inclusion of biographies of persons living in the British West Indies and for its many portraits. For Canada specifically, many people prefer the *Canadian Who's Who*, listed above.

Latin America

SEE ALSO 14.4, Authors; Businessmen; Scientists.

Diccionario biográfico español e hispano-americano. Gaspar Sabater, ed. Palma de Mallorca: Instituto Español de Estudios Biográficos. 1950- .

This multivolumed work reportedly (I have not seen it) will eventually contain many thousands of biographies, with portraits where possible, of prominent Spaniards and Latin Americans of Spanish descent. The first volume covered the letters A-F.

An Encyclopedia of Latin-American History [16-2161] includes brief biographies of persons famous in the history of Latin-American countries, primarily political and military leaders.

A History of Latin America [16-2161] contains much useful biographical data on Latin Americans, particularly of political note, that can be located through its detailed index.

Latin-American Leaders. Harold E. Davis. New York: The H. W. Wilson Company. 1949. 170 pp.

This consists of a series of biographical sketches of Latin Americans who became prominent in the "movement toward democracy."

Who's Who in Latin America, a biographical directory of notable living men and women of Latin America. Ronald Hilton, ed. 3d ed., rev. and enl. Stanford, Calif.: Stanford University Press. 1947-1951. 7 pts.

This work contains about 8000 biographical sketches in its seven rather thin volumes. Each volume covers specific countries (Vol. I, Mexico; II, Central America and Panama;

III, Colombia, Ecuador, Venezuela; IV, Bolivia, Chile, Peru; V, Argentina, Paraguay, Uruguay; VI, Brazil; VII, Cuba, Dominican Republic, Haiti). Persons are listed in a volume according to the country in which they reside (all sketches are of living persons), not necessarily where they were born. Some U.S. citizens resident in Latin America are listed.

Who's Who, Jamaica, British West Indies. Kingston, B.W.I.: Who's Who (Jamaica). 1935- .

A biennially published illustrated biographical guide to Jamaicans and prominent residents of other islands in the British West Indies.

AFRICA

Belgian Congo

Biographie coloniale belge. Brussels: G. Van Campenhout. 1948-1952. 3 vols.

Prepared by the Royal Colonial Belgian Institute, this work includes sketches of persons prominent in the colonization of the Belgian Congo, particularly of the nineteenth century. No living persons are included. Each volume consists of entries arranged alphabetically with a cumulative index in the third volume. Later volumes are planned.

Rhodesias

Year Book and Guide of the Rhodesias and Nyasaland [15.5] contains a section of biographical sketches of living persons prominent in these areas, primarily British.

South Africa

South African Who's Who, an illustrated biographical sketch book of South Africans. Johannesburg: Ken Donaldson, Ltd. 1907-.

This publication appears more or less annually. Besides an exhaustive listing of prominent living South Africans, exclusively of European descent, there are "Who Was Who" sections for various cities and regions. Many sketches carry portraits.

Sudan

A Biographical Dictionary of the Anglo-Egyptian Sudan. Richard Hill. Oxford: Clarendon Press. 1951. 417 pp.

An alphabetical listing of about 1900 persons prominent in the colonization and development of the Sudan, primarily Britishers. All biographees died before 1948.

ASIA**Burma**

SEE India (below).

Ceylon

SEE India (below).

China

China Handbook [15·4] contains a "Who's Who" section giving biographical data on about 750 persons of note in Nationalist China.

Encyclopaedia Sinica [15·5], though long out of date, is a useful source of biographical material on Chinese and "Old China Hands" of the pre-World War I period.

Who's Who in China, biographies of Chinese leaders. Shanghai: *China Weekly Review*. 1918-?

This publication presumably no longer appears and has not appeared on any regular basis since the late 1930s. It carried biographies of both Chinese and non-Chinese prominent in China.

Who's Who in Modern China. Max Perleberg, ed. Hongkong: Ye Olde Printerie, Ltd. 1954. 429 pp.

Contains about 2000 biographies of prominent Chinese in both Communist and Nationalist China. The editor claims to have obtained his data by translating Chinese source materials. The biographies range in dates from the time of the revolution to 1953. Emphasis in inclusion is on political and military figures, though some educators and other leaders in cultural activities appear.

India

The Indian and Pakistan Yearbook and Who's Who [15·5] contains many biographical sketches of prominent personalities now living in the two countries.

Who's Who in India, containing lives and portraits of ruling chiefs, nobles, titled personages, and other eminent Indians. Lucknow: Newel Kishore Press. 1911. 1610 pp. 2 supplements, 1914.

The subtitle of this work graphically describes its contents, now useful only for historical research.

Who's Who in India, Burma, and Ceylon. Thomas Peters, ed. Poona: Sun Publishing House. 1938. 866 pp.

This work, now rather out of date, contains many portraits of personalities listed in it. It heavily emphasizes Britishers prominent in the regions before World War II.

Japan

SEE ALSO 14·4 Painters.

Japan Who's Who and Business Directory. Tokyo: Tokyo News Service. 1948- .

Republication of this postwar guide to prominent living Japanese is expected on a fairly regular basis. Its biographees include an exceptionally large number of persons in political and commercial life.

Political Handbook of Japan [15·5] contains a "Who's Who in Politics and the Press" section.

Middle East

Encyclopaedia of Islam [16·283] contains several thousand biographies of prominent persons in the Moslem world, both of the past and the present. It is perhaps the most extensive, up-to-date biographical source for the area in English.

The Middle East [15·3] contains an extensive "Who's Who" section on prominent personalities now living in the area.

Near and Middle East Who's Who. Tel Aviv: Who's Who Publishing Co. 1945- .

I have been unable to learn the status of this uncompleted series of biographical sketches of persons prominent in the Middle East. Vol. 1 covered only Palestine and Transjordan (now Israel and Jordan); later volumes were supposed to cover Syria, Lebanon, Egypt, Iraq, and Iran. The difficulties in the area following publication of the first volume probably preclude completion of the project.

Who's Who in Egypt and the Near East. 2d ed. New York: W. S. Heinman. 1956. 688 pp.

Biographies of contemporary notables ranging from Libya east through Egypt, Sudan, Cyprus, Lebanon, Syria, Jordan, Iraq, Saudi Arabia, Ethiopia, Aden, Bahrein, to India, Pakistan, Ceylon, and Indonesia.

Pakistan

SEE India (above).

Philippines

Who's Who in the Philippines, a biographical dictionary of notable living men of the

Philippine Islands. Manila: McCullough Printing Co. 1937- .

The original editions included both native and foreign residents of the islands. Republication of further editions has been on a most irregular basis.

AUSTRALIA AND NEW ZEALAND

Who's Who in Australia. Melbourne: Herald and Weekly Times, Ltd. 1906- .

Formerly known as John's *Notable Australians*, this work appears every three years. Each edition carries about 7500 biographies of prominent living Australians.

A Dictionary of New Zealand Biography. Guy Hardy Scholefield. Wellington: Department of Internal Affairs. 1940. 2 vols.

This is a concise national biography of prominent New Zealanders on an historical basis. It includes a valuable bibliography of source materials.

Who's Who in New Zealand. Guy Hardy Scholefield, ed. 6th ed. Wellington: A. H. & A. W. Reed, Ltd. 1955.

This collection of several thousand brief sketches of prominent living New Zealanders appears about every five years in a new edition. Each edition carries a list of obituaries of persons who died since the previous edition appeared.

EUROPE

General

SEE ALSO 14.4, Composers; Nobility and Royalty.

Wer ist Wer in Europa? Berlin: Arani-Verlags-G.m.b.H. 1955. About 1000 pp.

This work, written in German, contains about 10,000 brief "Who's Who"-style sketches of prominent living Europeans in all countries.

Who's Who in Central and East Europe. R.P.D. Stephen Taylor, ed. Zürich: The Central European Times Publishing Co., Ltd. 1935. 1163 pp.

Now badly out of date, this work is primarily useful as a source of data on persons prominent before the war, who no longer appear in postwar works, and for personalities now swallowed up behind the Iron Curtain.

Austria

Wer ist Wer in Österreich. Vienna: Verlag Hüttern. 1951. 224 pp.

A rather limited listing, written in German, of prominent Austrians. Its emphasis is on leaders in cultural activities, with extensive listing of their works.

Who's Who in Austria. Zürich: The Central European Times Publishing Co., Ltd. 1955. 704 pp.

A compilation of sketches of about 4000 persons prominent in postwar Austria, much more rounded in its selection than the work listed above.

Belgium

SEE ALSO 14.4, Painters.

Le livre bleu. Brussels: Maison Ferdinand Larcier, S.A. 1950. 532 pp.

A biographical dictionary of current leading personalities in the arts, sciences, politics, industry, and commerce, written in French. Future editions are anticipated.

Who's Who in Belgium. Zürich: The Central European Times Publishing Co., Ltd.

Publication was scheduled for 1957 or 1958.

Bulgaria

SEE Slavic countries (below).

Czechoslovakia

SEE Slavic countries (below).

Denmark

SEE ALSO 14.4, Authors.

Kraks blaa Bog, nulevende danske maend og kvinders levendslob. Copenhagen: Kraks Legat. 1910- .

The Danish "Who's Who," normally published annually.

Finland

Facts About Finland [15.5] contains a brief "Who's Who" section on important contemporary Finns.

France

SEE ALSO 14.4, Authors; Painters.

Dictionnaire biographique français contemporain. Paris: Centre International de Documentation. 1950. 492 pp.

A "Current Biography" type of publication, this work contains fairly extensive sketches of about 900 notable living Frenchmen. Many carry portraits.

Dictionnaire de biographie française. Paris: Letouzey et Ané. 1933- .

This project, begun in 1930, promises to take as long for completion as did Diderot's *Encyclopédie*. It is planned to be an exceedingly comprehensive national biography compiled in a most scholarly fashion. Bibliographies of sources are appended to most entries. Work to date has not gone past the early part of the alphabet. Publication is made by sections and volumes.

Who's Who in France. Zürich: The Central European Times Publishing Co., Ltd. 1954-1955. 2 vols.

Vol. I covers persons living in Paris; Vol. II covers the provinces.

Who's Who in France: Recueil de notices biographiques. Paris: Editions Jacques LaFitte. 1953- .

This biennial publication contains sketches of nearly 10,000 prominent living Frenchmen.

Germany

SEE ALSO 14·4, Authors; Political Leaders.

Wer ist Wer? Das deutsche Who's Who. 12th ed. Berlin: Arani-Verlag-G.m.b.H. 1955. About 1400 pp.

This work, based on the older Degener's *Wer ist's?*, contains sketches of about 14,000 notables living in both East and West Germany, though with emphasis on the latter.

Who's Who in Germany. Zürich: The Central European Times Publishing Co., Ltd. 1955. 1425 pp.

A somewhat less comprehensive publication than the above, but in English, containing biographies of about 10,000 persons, as well as information on some 2500 organizations in Germany.

Great Britain

SEE ALSO 14·4, Architects; Authors; Book-dealers; Composers; Dancers; Engravers; Etchers; Furniture Makers; Gunsmiths; Jews; Motion Pictures; Musicians; Nobility and Royalty; Painters; Political Leaders; Protestants; Roman Catholics; Television; Theater; and Watch and Clock Makers.

A Book of Welsh Names [16·296b], contains lists of saints from Brittany and of founders of the royal and common tribes of Wales. It also includes considerable biographical data in the process of tracing the historical development of certain Welsh names.

British Autobiographies. William Matthews. Berkeley: University of California Press. 1955. 392 pp.

A useful guide to biographical sources, this work lists and comments on about 6000 autobiographies of Britons written before 1951.

British Diaries, an annotated bibliography of British diaries written between 1442 and 1942. William Matthews. Berkeley: University of California Press. 1950. 339 pp.

A guide, similar to the above, to biographical source materials.

Dictionary of National Biography. Leslie Stephen and Sir Sidney Lee, eds. London: Smith, Elder and Co. and Oxford University Press. 1885- .

The most complete and most authoritative biographical guide to deceased Britons, this work has a complicated publishing history. First published in 63 volumes, it was republished in 22 volumes in 1908-1909. An index and epitome to the main set and the first supplement appeared in two volumes in 1903; an index and epitome to the second supplement was published in 1913. In 1917 the entire work was presented to the Oxford University Press for continued development and publication. This publisher reprinted the basic set in 22 volumes in 1938 and has periodically published supplements. The first supplement as such remains part of the basic set. The second supplement (three volumes in one), covering the years 1901-1911, appeared in 1912. The third supplement, covering the years 1912-1921, was published in 1927. The fourth supplement, covering 1922 to 1930, appeared in 1937, and the fifth, for the years 1931-1940, was published in 1949. The last three supplements have contained cumulative indexes to all the supplements covering the years from 1901 on.

In addition to maintaining the main work with supplements, Oxford University Press has also published *The Concise Dictionary of National Biography*. Smith, Elder and Co. published the first edition of this work in 1913 as the index and epitome. The work first appeared in its present form under the Oxford imprint in 1930, adding to the basic work an

epitome of biographies added from 1901 to 1921. It has been periodically brought up to date. Previously publishing it in one volume, Oxford is issuing a new edition in two volumes. Part I includes biographies from "the beginnings" to 1900; this work appeared in 1953. Part II, scheduled for early publication, was planned to cover the years 1901-1950.

The main work, the supplements, and the *Concise Dictionary* include biographies of virtually every important Briton whose death date precedes the deadlines of the various volumes. The main biographies are most detailed and well based on original research; they include excellent bibliographies of source materials. The concise biographies are in much abbreviated versions but useful for basic research. Many Americans of the colonial period appear in the main set.

Whitaker's *Almanack* [6.2] contains a great many biographical data on Britons presented in directory style. It contains a list of all living members of the peerage and nobility with their ranks and titles and lists of current holders of all important official positions in the British government. There are also obituaries for the year previous to publication, lists of winners of prizes and awards, and much other miscellaneous biographical data.

Who's Who, an annual biographical dictionary. London: A. & C. Black, Ltd.; New York: The Macmillan Company. 1849- .

This annual publication is the granddaddy of all the "Who's Whos," though in its approximate current format it dates only from 1897. Earlier, it confined itself to lists, without biographical data, of current nobility, peers, and leading government officials. Since 1897, it has set the standards for its type of reference work. The present editions of *Who's Who* exceed 3000 pages in length, with approximately 15,000 persons included in each edition. Most are Britons, though a few outstanding Americans and some Continental Europeans and Asiatics appear in its listings, usually political figures. The suggestions as to use of *Who's Who in America*, given above, apply in general to the use of *Who's Who*, though you may find somewhat less information on the people included than in the American work. For example, place of birth is seldom mentioned; children's names are almost never given; and similar strictly personal data are often missing. In the front of each edition, you will find brief data on the Royal Family, obituaries of biographees who have died since the last edition was published,

and a supplement of last-minute information on biographees.

Who Was Who, a companion to *Who's Who*; containing the biographies of those who died during the period. London: A. & C. Black, Ltd. 1920- .

Additional volumes of this publication appear periodically, covering different periods. Each volume contains the final biographical sketches of deceased persons previously listed in *Who's Who*. Vol. I, covering the years 1897-1915, appeared initially in 1920. Vol. II, covering 1916-1928, was published in 1929. Vol. III, covering the years 1929-1940, appeared in 1941, and Vol. IV, covering 1941-1950, was published in 1952.

Ireland

SEE ALSO 14.4, Gunsmiths; Nobility and Royalty.

Concise Dictionary of Irish Biography. John S. Crone. Rev. and enl. ed. New York: Longmans, Green & Co., Inc. 1937. 290 pp.

A brief dictionary of persons notable in Irish history. The new edition contains a 20-page addenda section.

Italy

Chi è? Dizionario degli italiani d'oggi. Rome: Tip. F. Capriotti. 1928.

This Italian *Who's Who* appears in a new edition about once every five or six years.

Who's Who in Italy. Zürich: The Central European Times Publishing Co., Ltd.

A projected publication, scheduled to appear in 1957 or 1958.

Liechtenstein

SEE Switzerland (below).

Netherlands

Wie ist dat? 6th ed. The Hague: Martinus Nijhoff. 1955.

This Dutch "Who's Who" appears in new editions about once every six or seven years. Each recent edition lists about 4000 Netherlanders prominent in all fields.

Norway

SEE ALSO 14.4, Authors.

Hvem er hvem? Oslo: H. Aschehoug & Co. 1912- .

A new edition of this Norwegian *Who's Who* appears about once each decade.

Poland

SEE Slavic countries (below).

Russia

SEE Slavic countries (below) and also 14·4, Authors; Musicians.

Slavic countries

The Slavonic Encyclopedia [15·3] contains a large number of biographies of persons of both historical and contemporary note of the various Slavic countries in Eastern Europe, including the Soviet Union, Yugoslavia, Poland, Czechoslovakia, and Bulgaria.

Spain

SEE ALSO 14·4, Authors.

Diccionario biográfico español e hispano-americano (SEE under Latin America, above).

Diccionario de historia de España desde sus orígenes hasta el fin del reinado de Alfonso XIII. [16·216o] contains biographies of notables in Spanish history from early times until the founding of the modern Spanish republic.

Who's Who in Spain. Zürich: The Central European Times Publishing Co., Ltd.

A publication scheduled to appear in 1957 or 1958.

Sweden

SEE ALSO 14·4, Authors.

Svenskt biografiskt lexikon. Stockholm: Albert Bonnier. 1917- .

A major national biography of Sweden, differing from other national biographies in that it includes living persons. Most of those in the

early volumes, however, will probably be dead before the work is completed. The first five letters of the alphabet filled 15 volumes and took 35 years to prepare. The same publishers began publication in 1942 of an eight-volume concise dictionary of Swedish national biography under the title *Svenska män och kvinnor*. This contains sketches much briefer than in the parent work with almost no bibliography of source materials.

Vem är det. Stockholm: P. A. Norstedt & Söners. 1912- .

New editions of this work appear more or less on a biennial schedule. Each volume contains about 7500 biographies of contemporary prominent Swedes. It also contains biographies of some prominent persons of Swedish descent living abroad. Obituaries for the years 1943-1955 appeared in the 1955 edition.

Switzerland

Who's Who in Switzerland including the principality of Liechtenstein. Zürich: The Central European Times Publishing Co., Ltd. 1952- .

A second edition of this "Who's Who" for Switzerland in English appeared in 1955, containing about 3500 biographies.

Union of Soviet Socialist Republics

SEE Slavic countries (above).

Wales

SEE Great Britain (above).

Yugoslavia

SEE Slavic countries (above).

14·4

Specialized Biographical Sources

By far the majority of biographical reference works fall into the classification of those that deal with people in specific occupations or other specialized groups. Many of these are even further limited; for example, a source on authors may be limited to American authors or to American authors of a specific period. Perhaps the most extreme example of such limitations is *American Catholic Convert Authors*, listed below.

Working with these specialized biographical sources offers a number of advantages. Usually the specialized work includes far more persons in the specific field of minor

note than you will find in the more general sources. Besides, in many cases, each biography is more detailed than in the works severely limited in space. Most important, the care with which the specialized sources are prepared and the amount of checking that has been done usually exceed that found in general sources. Normally, the authors of the specialized works are experts in their particular fields, something not always true of the writers of biographical sketches in general works. In addition, they usually have had access to primary sources beyond the reach of writers of general

works. Thus you can rely on the accuracy of the specialized work with a higher degree of certainty.

Although among the specialized works there are a fair number of "Who's Whos" following that standard format, the majority of the works listed below fall into the classification of biographical dictionaries with rounded sketches touching on the significant contributions of the biographees as well as the basic facts of their lives.

I have organized the sources listed below under what appear to me to be the most logical headings. I have used a heading only when there is at least one source which deals in its entirety or to a large extent with persons in a specific field. Thus there is a separate heading for entomologists, because there is a specific work that deals with them. There is no heading for ornithologists, because I found no work treating them specifically. This does not mean, however, that you will not find ornithologists in any of these sources. You will most probably find them in one or more of the sources listed under the heading "Educators and Scholars" or "Scientists." Thus, if you find no book listed under a specific heading in which you are interested, look under the heading of the broader field to which the specific subject pertains.

ACTORS

SEE Dancers; Motion Pictures; Opera; Television; Theater.

ADVERTISING, FIGURES IN

SEE ALSO Businessmen.

Standard Advertising Register [16·6] contains much data in directory format on persons working in the various phases of the advertising industry.

ALLERGISTS

SEE ALSO Medicine.

Who's Who in Allergology. Egon Bruun, ed. Copenhagen: Ejnar Munksgaard Ltd. 1955. 672 pp.

Biographical data on about 4000 allergists in all parts of the world with information on all existing allergological societies and associations. Members of the latter are listed. In addition, there are lists of names of persons to

contact on the subject in countries where no professional societies exist.

ANTHROPOLOGISTS

SEE ALSO Educators and Scholars; Egyptologists.

Dictionary of Anthropology [16·20] carries identifying data on some of the major early contributors to anthropology.

International Directory of Anthropologists.

Melville J. Herskovits, ed. 3d ed. Washington, D.C.: American Anthropological Association. 1950. 210 pp.

This is a directory of anthropologists throughout the world with the exception of some Communist countries. Each entry contains basic biographic data with emphasis on positions held and publications.

ARCHITECTS

SEE ALSO Artists; Engineers.

American Architects' Directory. George S. Koyl, ed. New York: R. R. Bowker Company. 1955. 723 pp.

Prepared under the sponsorship of the American Institute of Architects, this lists all members of the organization as well as other architects in the U.S. and its territories of probable interest. Each of the alphabetically arranged entries includes brief biographical data, addresses, outstanding achievements, positions, and states where each is licensed to work. There is a geographical cross index to names.

The Architectural Index [8·5] will help you locate biographical data on architects printed in periodicals particularly devoted to architecture as well as information on the recent works of specific architects.

Biographical Dictionary of English Architects, 1660-1840. Howard M. Colvin. Cambridge, Mass.: Harvard University Press. 1954. 820 pp.

An exhaustive guide to the lives and works of English architects of the period covered.

ARTISTS

SEE ALSO Architects; Classical History; Engravers; Etchers; Painters; Sculptors.

American Book Illustrators. Theodore Bolton. New York: R. R. Bowker Company. 1938. 290 pp.

Along with basic identifying data, this book lists under each illustrator's name the books he illustrated as well as the magazines in which they first appeared, when known.

Apollo [16·27] contains a large amount of biographical data on classical artists, primarily painters and sculptors, easily locatable through the index.

Biographical Index of American Artists. Ralph Clifton Smith. Baltimore: The Williams & Wilkins Company. 1930. 102 pp.

Covering about 5000 artists, both past and contemporary, this work gives the places of birth, birth and death dates, specialties, and sources of further biographical data on each person listed. The sources are limited to 42 fairly common ones found in most libraries.

Dictionnaire critique et documentaire des peintres, sculpteurs, dessinateurs et graveurs de tous les temps et de tous les pays. Emmanuel Bénézit. New ed. Paris: Gründ et Cie. 1948-1955. 8 vols.

The original work contained fairly brief data on major and minor artists of all periods and countries, often with lists of works, museums in which they are located, etc. The new edition contains many new names of modern artists and has been expanded to include more data and to bring other information up to date. Many entries are illustrated.

Dictionary of Miniaturists, Illuminators, Calligraphers, and Copyists. John William Bradley. London: Quaritch and Co. 1887-1889. 3 vols.

An extensive work covering people in the field through the eighteenth century. It lists works and names patrons.

Dictionary of Pronunciation of Artists' Names. Gustave Emile Kaltenbach. 2d ed. Chicago: Art Institute of Chicago. 1938. 74 pp.

Lists both past and contemporary artists of note with their dates, the schools of art to which they belonged, as well as pronunciation of their names.

Harper's Encyclopedia of Art, architecture, sculpture, painting, decorative arts, based on the work of Louis Hourticq. J. Leroy Davidson and Philippa Gerry, eds. Tancred Borenius, trans. New York: Harper & Brothers. 1937. 2 vols.

Although this work contains many entries on schools of art, works of art, and the like,

it is devoted in large part to biographies of individual artists. Its emphasis is primarily on painters and sculptors of Italy and France. Here you will find biographical data, with intelligent criticism of their work, on obscure as well as noted artists from classical times on. German, British, and American artists receive considerably briefer treatment; there is little or no attention paid Eastern European and Oriental artists. Artists who have become well known after about 1920 also receive little attention. There are few portraits, but there are many fine black-and-white reproductions of paintings, sculpture, and the like.

Illustrators, a finding list. Louise P. Latimer. Boston: F. W. Faxon Co., Inc. 1929. 47 pp.

A source on books illustrated by major illustrative artists.

Illustrators of Children's Books, 1744-1945 [16·91] contains in its Part II brief biographies of about 400 contemporary illustrators of children's books. There are also bibliographies of illustrators and their work and of authors.

Junior Book of Authors (SEE Authors below) contains a fair number of biographies of contemporary illustrators of books for children.

Mallett's Index of Artists, international—biographical. Daniel T. Mallett. New York: R. R. Bowker Company. 1935. 493 pp. *Supplement:* 1940. 319 pp.

An index to sources of biographical data on painters, sculptors, illustrators, engravers, and etchers of all times, this work also gives dates and places of birth and death and nationalities of the listees. The supplement lists artists about whom no useful biographical data have been found, listing instead other sources, such as museums or art galleries, where information may be obtained. Both volumes were reprinted by Peter Smith of New York in 1948.

Modern Artists in America [16·27] contains many useful data on contemporary American artists, such as their exhibitions.

The New-York Historical Society's Dictionary of Artists in America, 1564-1860. George C. Groce and David H. Wallace. New Haven, Conn.: Yale University Press. 1957. 786 pp.

Entries appear on more than 10,000 painters, sculptors, engravers, lithographers, design-

14.4 SPECIALIZED BIOGRAPHICAL SOURCES

ers, and other amateur and professional artists, both native and foreign-born, who worked in America during the period covered. Each entry contains basic biographical information, plus data on their works, their working careers, the subject matter of their work, their principal exhibitions, and their pupils.

Portrait of the Old West [16·216p] contains a biographical check list of Western artists.

Thesaurus of the Arts [16·27] by Wier includes a large number of brief biographies of all types of artists past and present.

Vasari's Lives of the Artists. Betty Burroughs, ed. New York: Simon and Schuster, Inc. 1946. 309 pp.

A modern edition of the great sixteenth century work of Giorgio Vasari, this is a superbly detailed source of data on Italian architects, painters, and sculptors up to the middle Renaissance period.

Who's Who in American Art, a biographical directory of contemporary artists, editors, critics, executives, etc. New York: R. R. Bowker Company. 1935- .

This publication, which appears on a triennial schedule, lists more than 6500 persons in this special field in the U.S. and Canada. Appendixes include a geographical index, a list of open exhibitions, and obituaries for the preceding several years. The work is sponsored by the American Federation of Arts.

Who's Who in Art. London: Art Trade Press. 1927- .

This publication appears irregularly, listing leading persons in the field, primarily in Great Britain.

AUTHORS

SEE ALSO Classical History; Composers; Educators and Scholars; Folklorists; Historians; Motion Pictures; Nobel Prize Winners; Philosophers; Poets; Prize and Award Winners; Publishing.

Virtually all the general reference works give extensive coverage of authors within the over-all scope of each work. *World Book Encyclopedia* and *Compton's Pictured Encyclopedia* [5·1] should be noted as having much biographical data on authors of children's books.

Actors and Authors, with composers and managers who helped make them famous. Robert L. Sherman. Chicago: The Author. 1951. 423 pp.

Contains about 2000 brief sketches of people of the theater, primarily American, including playwrights.

American Anthology, 1787-1900 [16·336b] appends biographical notes on the authors of most of its selections.

American Authors, 1600-1900: A biographical dictionary of American literature. Stanley J. Kunitz and Howard Haycraft. New York: The H. W. Wilson Company. 1938. 846 pp.

A standard source in this field presents fairly detailed biographies of about 1300 writers of the period; about 400 are illustrated by portraits.

American Authors and Books, 1640-1940 [16·259b] contains about 2000 brief sketches of the lives and works of American writers up to present times.

American Catholic Convert Authors. Brother David Martin. Grosse Pointe, Mich.: Walter Romig, Publisher. 1953.

Surveys the lives and works of Catholic convert writers from the eighteenth century on. There are bibliographies and chronological tables.

American Novelists of Today. Harry R. Warfel. New York: American Book Company. 1951. 486 pp.

In an alphabetical list appear biographies of about 575 contemporary novelists. Their books and styles are described along with notations on the basic facts of their lives.

The ASCAP Biographical Dictionary of Composers, Authors, and Publishers. Daniel I. McNamara, ed. 2d ed. New York: Thomas Y. Crowell Company. 1952. 636 pp.

Includes brief biographies of librettists, songwriters, and other authors who are members of ASCAP.

Autorenlexikon der Gegenwart. Karl August Kutzbach. Bonn: Bouvier Verlag AG. 1950- .

As planned, this multivolumed work will include biobibliographical sketches on about a thousand writers of belles-lettres in the German language. The final index will cover types of writing, regions, and outlooks.

A Bibliographical Guide to Danish Literature [16·259e] contains a chronological list of Danish authors, editors, translators, and

critics, as well as lists of books, source materials of biographical and critical data, etc.

A Bibliography of American Literature [16·259b] will, when completed, provide a bibliographic key to the works of about three hundred of the most important American authors, along with a bibliography of source materials on each writer.

British and American Sporting Authors. A. Henry Higginson. Berryville, Va.: Blue Ridge Press. 1949. 443 pp.

Brief biographical sketches, arranged in chronological order. There is also an alphabetical bibliography of source materials.

British Authors before 1800, a biographical dictionary. Stanley J. Kunitz and Howard Haycraft. New York: The H. W. Wilson Company. 1952. 584 pp.

Contains about 650 biographies of writers of the period covered, with about a third illustrated by portraits.

British Authors of the 19th Century. Stanley J. Kunitz. New York: The H. W. Wilson Company. 1936. 677 pp.

Contains about 1000 biographies and some 350 portraits.

Canadian Novelists, 1920-45. Clara Thomas. Toronto: Longmans, Green & Co., Ltd. 1946. 129 pp.

Brief sketches, each with bibliography, of 122 contemporary Canadian novelists.

Cassell's Encyclopedia of World Literature [16·259a], devotes about two-thirds of its space to fairly brief but concise biographies of writers in all literatures and all times. Part II of the book covers writers up to 1900; Part III is devoted to authors of the twentieth century.

Catholic Authors, contemporary biographical sketches. Matthew Hoehn. Newark, N.J.: St. Mary's Abbey. 1948-1952. 2 vols.

The two volumes together include rather brief biographies of 994 Catholic writers living during the period 1930-1947. Almost all the biographies are illustrated with photographs. The author reports that most of the sketches were verified by the biographees.

Chambers's Cyclopaedia of English Literature [16·259f] includes among its articles numerous biographies of British writers, primarily of the past, with some portraits and

bibliographies of authors' works. Vol. 3 is an author-and-title index.

Columbia Dictionary of Modern European Literature. Horatio Smith, ed. New York: Columbia University Press. 1947. 899 pp.

This work is almost exclusively biographic in nature, though it does contain some entries on national literatures and various literary movements. It includes about 1200 biographies of writers prominent since 1870 in 31 different Continental European countries. Though brief biographical data are included, each sketch concentrates on the author's work, his contributions and influence. More than 200 specialists took part in the work's preparation, an unusually large number for a book of this size, and they have given it a scholarly and authoritative tone.

Concise Dictionary of American Literature. Robert F. Richards. New York: Philosophical Library, Inc. 1955. 253 pp.

Devoted largely to biographies of American writers of all periods, this slight volume contains also some entries on literary schools and movements, prominent magazines, and the like. Biographies avoid the basic biographical data (place of birth, schooling, etc.) in favor of assaying the author's individual worth, accomplishments, and contributions.

The Concise Oxford Dictionary of English Literature [16·259f] is abridged from *The Oxford Companion to English Literature* (SEE below) and contains many of the biographies of English writers found there in somewhat shorter form.

Contemporary American Authors, a critical survey and 219 biobibliographies. Fred B. Millett. New York: Harcourt, Brace and Company, Inc. 1940. 716 pp.

This work, based on *Contemporary American Literature* by J. M. Manly and Edith Rickert, devotes about two-thirds of its space to brief biographical sketches of 219 authors with bibliographies of their works and of source materials on them appended.

Deutsches Literatur-Lexikon, biographisches und bibliographisches Handbuch. Wilhelm Kosch. 2d ed., rev. and enl. Bern: Francke Verlag. 1950-. 4 vols.

Written in German, this is chiefly useful for Americans as a source of data on the more obscure European writers, especially of the Germanic countries.

Dictionary of Anonymous and Pseudonymous English Literature [9.3] can be used through its index to confirm the authorship, anonymously or under a pen name, of certain works by various British authors.

Dictionary of English Literature [16.259f] contains biographies of about 900 writers of all periods.

Dictionary of European Literature, designed as a companion to English studies. Rev. ed., with addenda. New York: E. P. Dutton & Co., Inc. 1927. 605 pp.

An American edition of an English work, this book contains many brief biographies as well as articles on other literary subjects. Emphasis in the biographical sketches is on the nature of the author's work and his contributions and influence rather than on basic data on his life.

A Dictionary of North American Authors. W. Stewart Wallace. Toronto: Ryerson Press. 1951. 525 pp.

A highly useful work, this is an index to biographical materials in 78 different sources on about 27,500 different writers of all types in Canada and the U.S. All those listed died before 1950. Each listing gives only the name and the dates and places of birth and death.

Dictionary of Russian Literature [16.259r] contains numerous biographical sketches of Russian writers of all periods.

Dictionary of Spanish Literature. Maxim Newmark. New York: Philosophical Library, Inc. 1956. 352 pp.

A much-needed source of data seldom found before in English on both major and minor novelists, poets, dramatists, essayists, and literary critics of Spain and Latin America. The scope is from the Middle Ages to contemporary times. There are entries also on major works, literary movements, etc.

Dictionnaire des lettres françaises. George Grente, ed. Paris: Arthème Fayard. 1951-. 6 vols.

Each volume of this work is planned to cover broad periods of French literature in a very scholarly style. It is alphabetically arranged, with space given to biographies. There are also entries on schools, literary movements, literary organizations, etc.

English Literature, an illustrated record. Richard Garnett and Edmund Gosse. New

York: The Macmillan Company. New ed. 1923. 4 vols. in 2.

A work in survey form, it is chiefly valuable for its numerous illustrations, including both portraits of writers and reproductions of illustrations of their work. The basic volume bears the date 1903; the new edition includes a survey by John Erskine which brings its coverage up to 1922.

English Literature [16.259f] contains brief biographies of major and minor writers of all periods.

Grandes novelistas de la América hispana. Arturo Torres-Rieseco. Berkeley, Calif.: University of California Press. 1943. 2 vols.

Written in Spanish in chapter form, this work covers the lives and writings of about 150 Latin-American authors. There is a list of works in the appendix as well as a detailed index.

A History of Russian Literature [16.259r] contains much biographical data on Russian writers of all periods, easily found through the index.

An Introduction to Scandinavian Literature [16.259s] covers in chapter form Old Norse literature, then discusses Swedish, Danish, and Norwegian literature by periods. A careful and detailed index provides easy access to extensive biographical data on the authors discussed.

Junior Book of Authors. An introduction to the lives of writers and illustrators for younger readers, from Lewis Carroll and Louisa Alcott to the present day. Stanley J. Kunitz and Howard Haycraft. 2d ed., rev. New York: The H. W. Wilson Company. 1951. 309 pp.

This is almost the only source of fairly detailed data on writers of children's books; many biographies have portraits of their subjects.

Kleines literarisches Lexikon. Wolfgang Kayser, ed. 2d ed., rev. Bern: Francke Verlag. 1953. 608 pp.

Part II of this work, about two-thirds of the total, is devoted to brief biographical sketches of writers in all literatures and periods, though emphasis is on European authors. Part III is the most useful for American readers in its detailed lists of the principal authors of various countries with bibliographies of their works.

The Library Journal [9.1] contains in its various issues fairly detailed biographical sketches, with portraits, of new creative writers. This is often the only immediately available source of data on newly notable authors. Writers of juveniles are covered as well as writers for adults. Frequently, these sketches appear in more permanent form in one of the H. W. Wilson Company's biographical reference works.

Literature of the United States. Walter Blair and others. Rev. ed. Chicago: Scott, Foresman and Company. 1954-1955. 2 vols.

Though primarily a textbook, the organization of this work makes it highly useful for reference. It is arranged chronologically, and each discussion of an author's works is preceded by a brief biographical introduction. There are bibliographies as well as many illustrations taken from famous books.

Living Authors. Dilly Tante, ed. New York: The H. W. Wilson Company. 1935. 466 pp.

Now superseded in importance by *Twentieth-Century Authors* (SEE below), this work includes sketches of about 400 authors active in 1935, with 371 portraits of biographees.

Masters of the Drama. J. Gassner. 3d ed., rev. and enl. New York: Dover Publications. 1954. 890 pp.

A valuable source of data on playwrights recently brought up to date. There is an extensive bibliography and an index of playwrights.

Negro Catholic Writers, 1900-1944. Sister Mary Anthony. Grosse Pointe, Mich.: Walter Romig, Publisher. 1945. 152 pp.

Contains biographies of about 75 contemporary Negro Catholic writers with bibliographies of their writings.

The New Century Handbook of English Literature [16.259f] contains brief biographies of major and minor English writers as well as of persons who have figured in literature. These sketches are virtually identical to those found in *The New Century Cyclopedia of Names* [5.2], though sometimes somewhat abbreviated. Sketches of contemporaries have been brought up to date largely to 1955.

North Carolina Authors. Library Extension Division, University of North Carolina. Chapel Hill, N.C.: The Division. 1952. 136 pp.

Contains brief sketches in alphabetical order of about 160 "significant" writers who were born or have lived in North Carolina.

The Oxford Companion to American Literature [16.259b] contains brief sketches of the vast majority of both major and minor American writers from colonial times to the present. A 1956 edition brought this work up to date.

The Oxford Companion to English Literature [16.259f] contains much the same sort of material on English writers as the previously cited work offers on American writers.

The Reader's Companion to World Literature [16.259a], among its other entries, contains numerous brief biographies of writers of all periods and literatures.

Russian Writers. Valentine Snow. New York: International Book Service. 1946. 222 pp.

A biobibliographical dictionary of major and minor Russian writers from the time of Catherine II until the Bolshevik Revolution.

A Short Biographical Dictionary of Foreign Literature. R. Farquharson Sharp. London: J. M. Dent & Sons, Ltd. 1933. 302 pp.

The word "foreign" in the title refers primarily to Continental European writers, though authors from Oriental countries are also included. The book contains a list of major writers according to the countries in which they lived.

Twentieth Century Authors, a biographical dictionary of modern literature. Stanley J. Kunitz and Howard Haycraft. New York: The H. W. Wilson Company. 1942. 1577 pp. Supplement I: 1956; 1123 pp.

The basic volume of this standard work includes sketches of about 1850 contemporary authors, primarily Americans, with about 1700 portraits. The first supplement adds approximately 700 sketches of new writers, with some 670 portraits, plus obituaries of persons listed in the first volume who have died since it was published and some updating of other biographies in the basic work.

Who's Who in Literature. Liverpool: Literary Year Books Press. 1924-1934. 11 vols.

While it was published, this annual British publication provided basic data on writers throughout the world with emphasis, of course, on British authors.

AVIATION, FIGURES IN

SEE ALSO Engineers; Scientists.

Airman's Almanac [16.34] contains some basic biographic data on both historical and contemporary figures in aviation.

American Aviation World-wide Directory [16.34] is primarily a guide to the aviation industry. In the process, however, it lists more than 15,000 persons employed in the industry with their positions. There is a special foreign section.

The Rocket Encyclopedia [16.384] contains biographies of men prominent in the development of this special field of aeronautical science.

Who's Who in Aviation, a directory of living men and women who have contributed to the growth of aviation in the United States, 1942-43. Chicago: Ziff-Davis Publishing Company. 1942. 486 pp.

This work, never continued in this form, contained biographies of leaders in all branches of aviation, civil and military, as well as persons connected with the manufacture of aircraft, government officials involved in the field, teachers of aeronautical science, etc.

Who's Who in World Aviation. Washington, D.C.: American Aviation Publications. 1955. 345 pp.

A work similar in scope to the above but including persons from all countries of the world. Emphasis, however, remains on the U.S. New editions of this work are scheduled.

BALLET, FIGURES IN

SEE Composers; Dancers; Musicians.

BANKERS

SEE ALSO Businessmen.

Polk's Bankers Encyclopedia [16.40] contains much data on persons in the banking world presented in directory style. Since it dates back to 1895, the work is useful for historical research.

Rand-McNally Bankers Directory [16.40] is an equally useful directory source for biographical data on persons in banking. It dates back to 1872.

BASEBALL, FIGURES IN

SEE ALSO Sports.

The American Peoples Encyclopedia [5.1] is perhaps the best general source of biographical data on baseball players, containing brief biographies of members of the Baseball Hall of Fame and other important players.

The Baseball Almanac [16.42] contains brief records of members of the Baseball Hall of Fame.

The Baseball Register. St. Louis, Mo.: C. C. Spink & Son. 1940- .

This annual publication devotes most of its space to biographical data on all current players and coaches in the major leagues. Entries are brought up to date each year. Pictures accompany most biographies.

Baseball's Greatest Players. Tom Meany. Rev. ed. New York: A. S. Barnes and Company. 1955. 288 pp.

Contains extensive biographies, complete with statistical record tables, of 26 major players from Grover Alexander through Willie Mays. Dell Publishing Company has brought out a paperbound edition of this book.

Official Encyclopedia of Baseball [16.42] includes biographical data on most major figures in the sport since 1871.

Who's Who in Baseball. Sid Feder, ed. Hackensack, N.J.: Baseball Magazine Company. 1916- .

An annual publication of about 125 pages giving data on current major-league baseball players, including their lifetime records, birth dates, playing histories, and basic playing data. The arrangement is alphabetical by position played.

BIBLICAL FIGURES

SEE ALSO Religious Figures.

Of general reference works, *Columbia Encyclopedia* [5.1] is the most useful source of data on Biblical personages since it contains entries, most of them very brief, on every proper name in the Bible. In addition to the sources listed below, concordances may also be used for locating data on persons of the Bible. You will find these discussed in Chapter 16, under the heading "Bible."

All of the Women of the Bible. Edith Deen. New York: Harper & Brothers. 1955. 410 pp.

Contains biographies of every woman of the Bible, about 50 of whom are discussed in considerable detail. Biographies are prefaced with references to the passages in which their subjects appear, with some key verses quoted. Unnamed as well as named women characters in the Bible are included. There are alphabetical, chronological, and topical indexes.

Bible Dictionary [16·48], by William Smith, contains brief sketches of most of the important persons appearing in the Bible.

Dictionary of the Bible [16·48] by James Hastings, in one-volume and five-volume editions, contains entries on virtually all Biblical persons. Naturally, the treatment is fuller in the larger edition.

Harper's Bible Dictionary [16·48], a somewhat newer work, benefits from recent Biblical scholarship in its treatment of Biblical characters.

BOOKDEALERS

SEE ALSO Publishers.

American Book Trade Directory. New York: R. R. Bowker Company. 1915- .

A new edition of this bible of the book business appears about every three years. It lists more than 8000 book outlets in towns and cities of the U.S. and Canada with information on what special kinds of books it stocks plus what sidelines each store carries, if any. This list is arranged by states and cities in which they are located. In addition, the directory lists U.S., Canadian, and British publishers with their addresses; former publishers with the names of their successors; rental library chains; remainder dealers; book clubs; and wholesalers of paperbound books.

BOXING, FIGURES IN

SEE ALSO Sports.

The Ring Record Book and Boxing Encyclopedia [16·61], which appears in a new edition each year, carries biographies of current and recent world champions, as well as of earlier great boxers. Some portraits of recent champions are included. In addition, you

will find the records of all currently active boxers of any note, a directory of fight managers and of outstanding promoters and matchmakers, an index of champions, and an index of active U.S. and foreign boxers.

BUSINESSMEN

SEE ALSO Advertising; Aviation; Bankers; Bookdealers; Insurance; Newspapermen; Paper Manufacturers; Publishers; Railroadings.

Business Executives of America. 2d ed. New York: Institute for Research in Biography, Inc. 1950. 754 pp.

Contains "Who's Who"-style biographies of leading executives of major U.S. corporations. A rather disorganized format makes it difficult to use. The first edition (1944) included lists of corporations with their top executives, a feature dropped from the second.

Standard and Poor's Corporation Records Service [16·69] includes lists of corporation executives with their addresses.

Leading Employers Directory [16·460] lists the responsible executives of more than 500 leading companies of the U.S., including the personnel officers or other men to contact concerning employment.

Pan-American Yearbook [15·3], not published since 1945, included a "Who's Who in Inter-American Trade."

Poor's Register of Directors and Executives [16·69], an expensive but highly useful annual publication, provides the most extensive guide to data on U.S. business executives. Names appear in two sections of the register. In the "Corporation Directory," companies are listed alphabetically, along with the names and positions of their top executives. About 175,000 men attached to more than 20,000 companies are listed. About half these men appear in the alphabetical "Register of Directors and Executives." Each listing gives business and home addresses, date and place of birth, college attended and year of graduation, fraternal affiliations, and business connections and positions, including interlocking directorates.

Who's Who in Commerce and Industry, the international business Who's Who. Chicago: The A. N. Marquis Company. 1936- .

This work appears biennially. Recent editions include sketches of more than 20,000

executives and key figures in some 6000 companies in the U.S. and elsewhere. Emphasis, of course, is on U.S. firms. Biographies are arranged alphabetically. In addition, there is a "Catalog of Selected Principal Businesses" that indicates by key numbers the biographies of each firm's employees who appear in the book.

CHEMISTS

SEE ALSO Engineers; Nobel Prize Winners; Scientists.

American Chemical Industry: A History [16·88] includes in footnotes to its survey of the chemical industry biographical data and many portraits of the persons prominent in the field during different periods.

Chemical Who's Who, biography in dictionary form of the leaders in chemical industry, research, and education. 4th ed. New York: Lewis Historical Publishing Company, Inc. 1956. 1283 pp.

This work appears irregularly in new editions.

The Encyclopedia of Chemistry [16·88] includes biographical sketches of the most notable figures in chemistry of all periods.

Modern Chemists and Their Work. Christy Borth. New York: New Home Library. 1942. 410 pp.

Written in chapter form, this work is well organized for biographical research. It emphasizes chemurgy and is often rated the definitive work in the field.

New Dictionary of Chemistry [16·88] by Stephen Miall, contains several hundred biographies of leading chemists of all times and countries.

CLASSICAL HISTORY, FIGURES IN

SEE ALSO Architects; Artists; Authors; Painters; Poets; Sculptors.

Nearly all the general encyclopedias carry extensive biographical data in this field. Of them, probably *Encyclopaedia Britannica* [5·1] carries the most entries and the most information in its entries.

Concise Dictionary of Ancient History [16·216b] includes many brief biographical sketches.

Dictionary of Greek and Roman Biography and Mythology. Sir William Smith. London: John Murray. 1880. 3 vols.

An antiquated, but still highly useful source because of its extensive treatment of its subjects.

Everyman's Smaller Classical Dictionary. E. H. Blakeney and J. Warrington, eds. New ed. London: J. M. Dent & Sons, Ltd. 1952. 352 pp.

This is an abridged version of Sir William Smith's work, above, revised in the light of new discoveries. There are many illustrations.

Harper's Dictionary of Classical Literature and Antiquities [16·259d] contains many biographical entries. It is an old work (1897).

Lemprière's Classical Dictionary [16·216b] includes many biographical entries, particularly useful for the numerous anecdotes they carry with them.

The Oxford Classical Dictionary [16·259d] is one of the most scholarly sources of biographical data on notables in art, science, and public affairs in ancient Rome and Greece. Its bibliographies are excellent.

The Oxford Companion to Classical Literature [16·259d] is a somewhat more readable source of much the same information as contained in the previously cited Oxford book.

Short Dictionary of Mythology [16·295] contains a number of brief biographies of classical writers and historical figures.

Smith's English-Latin Dictionary [7·3] has a "Dictionary of Proper Names" that includes many prominent persons of ancient Rome.

CLERGYMEN

SEE Popes; Protestants; Religious Figures; Roman Catholics.

COLLEGE AND UNIVERSITY PRESIDENTS

SEE ALSO Educators and Scholars.

Presidents of American Colleges and Universities. Robert C. Cook, ed. Nashville, Tenn.: Who's Who in American Education. 1952. 244 pp.

New editions of this work are planned for about every four years. Many of the sketches carry portraits of the biographees.

COMPOSERS

SEE ALSO Jazz; Musicians; Opera.

American Composers Today: A biographical and critical guide. David Ewen. New York: The H. W. Wilson Company. 1949. 265 pp.

A standard "Wilson-style" biographical guide to composers; portraits of many of them are included.

The ASCAP Biographical Dictionary (SEE Authors, above) includes brief biographies of all composers that belong to ASCAP.

Bandsman's Everything Within [16·39] includes brief biographies of about 150 composers of band music, primarily British.

Biographical Dictionary of Composers. Percy M. Young. New York: Thomas Y. Crowell Company. 1954. 416 pp.

An authoritative collection of rather brief sketches of the lives of all types of composers, past and contemporary.

Catalogue of Canadian Composers. Helmut Kallmann, ed. Rev. and enl. ed. Toronto: Canadian Broadcasting Corporation. 1952. 254 pp.

Biobibliographical sketches of 356 Canadian composers, most of them contemporary. There are lists of source materials on the biographies.

The Complete Book of Twentieth Century Music [16·293], another of David Ewen's works, gives biographical data and extensive critical comment on over a hundred contemporary composers. Their major works are listed in chronological order.

Composers in America. Claire Raphael Reis. New York: The Macmillan Company. 1947. 399 pp.

Contains biographical sketches of contemporary composers in the U.S. with lists of their works.

Composers of Yesterday. David Ewen. New York: The H. W. Wilson Company. 1937. 488 pp.

A standard biographical source on composers who lived chiefly before the twentieth century.

A Dictionary of Music [16·293], a Penguin book, contains biographical sketches on major composers born before 1900. Most are very brief, but there are many basic data on the most outstanding figures.

European Composers Today. David Ewen. New York: The H. W. Wilson Company. 1954. 200 pp.

Another work in the standard Wilson format covering more than a hundred of the best known contemporary European composers, with many portraits.

Great Composers. Otto Zoff, ed. New York: E. P. Dutton & Co., Inc. 1951. 510 pp.

This is a unique work that views the lives and work of 24 major composers, primarily of France and Germany of the nineteenth century, through the eyes of writers and critics contemporary with them. Brief biographical sketches preface each section.

Our Contemporary Composers. John Tasker Howard. New York: Thomas Y. Crowell Company. 1941. 447 pp.

This book is organized in sections by types of composers. There are comments both on the composer and on his compositions.

CONDUCTORS

SEE ALSO Musicians.

Great Conductors. Kurt Blaukopf. New York: Arco Publishing Co., Inc. 1955. 232 pp.

Biographical sketches of 22 contemporary great conductors give their life histories and discuss their temperaments and individual styles. There are tables giving the different recording times for the same work for those conductors that have recorded them. There are portraits.

CONGRESSMEN

SEE ALSO Political Figures.

Among the general sources, *Encyclopedia Americana* [5·1] contains probably the most extensive collection of biographies of both major and minor figures in Congress, particularly in the nineteenth century.

Biographical Directory of the American Congress, 1774-1949. U. S. Congress. Washington, D.C.: Government Printing Office. 1950. 2057 pp.

The most recent edition of a work that Congress periodically authorizes; the previous edition was published in 1928. The book is in two parts: Part I lists all the executive officers of the government from the founding of the government; the members of the Continental Congresses; the members of each Congress by states. Part II consists of biographies of each member of Congress since

1774, arranged alphabetically. The material is largely factual and uncritical.

Official Congressional Directory, for the use of the U.S. Congress. U.S. Congress. Washington, D.C.: Government Printing Office. 1809- .

Publication of this work has been irregular, but in recent times it usually appears once during each Congressional session. Contents vary but you will usually find biographical sketches of current members of Congress and of principal officers of the executive department. Members of Congressional committees are named, and other principal officers of the executive and judicial branches of the government are listed.

CONSERVATIONISTS

The Conservation Yearbook [16·109] contains data of the directory variety on more than 5000 persons active in various aspects of the conservation movement.

COOPERATIVISTS

Dictionary of Cooperation [16·114] contains a number of brief biographies of persons prominent in the cooperative movement, both living and dead.

CRAFTSMEN

SEE Furniture Makers; Gunsmiths; Medalists; Pewter Makers; Watch and Clock Makers.

DANCERS

SEE ALSO Theater.

Ballet [16·38] contains a limited number of biographical sketches of dancers, choreographers, and a few composers important in ballet.

The Ballet Annual [16·38], which has appeared since 1946, contains feature articles on major dancers as well as miscellaneous data on other notables in ballet during the year covered.

Ballet Carnival [16·38] includes brief sketches on the lives of many figures in ballet.

The Dance Encyclopedia [16·126] contains brief biographies of both major and minor, past and contemporary, dancers, composers, choreographers, and stage designers.

Dancers of the Ballet. Margaret Fleming Atkinson and May Hillman. New York: Alfred A. Knopf, Inc. 1955. 174 pp.

Gives biographical data primarily on contemporary dancers.

Guide to Dance Periodicals [8·5] will lead you to much biographical data that has appeared in periodicals on dancers, composers, choreographers, and other persons connected with the dance.

DEMONOLOGY, FIGURES IN

Dictionary of Magic [16·263] includes brief biographical sketches of notable witches, warlocks, satanists, and demonographers.

DENTISTS

SEE ALSO Medicine.

American Dental Directory [16·130] includes many directory-type data on dentists. There are five lists: lists of dentists arranged geographically under the cities in the states, territories, or branches of the Federal service in which they are located; alphabetical lists of the same men; lists of dental specialists indicating their specialties; and lists of affiliate, honorary, and associate members of the American Dental Association. The names of officers of the association and of various dental examining boards are also given.

DIPLOMATS

SEE ALSO Political Figures; United Nations.

Most encyclopedia yearbooks list foreign envoys to the U.S. and U.S. ambassadors and ministers abroad. The *Almanach de Gotha* (SEE Nobility and Royalty, below), before it was discontinued, contained listings of diplomats throughout the world. The work that since 1951 has more or less been its successor, *Ein Genealogisches Handbuch des Adels*, contains approximately the same data.

Biographic Register. Washington, D.C.: U.S. Department of State. Annual.

This publication lists all the employees of the State Department, in the U.S. and abroad, with their positions and similar data.

Diplomatic List. Washington, D.C.: U.S. Department of State. Annual.

Lists the members of the staffs of foreign embassies and legations in Washington, with rank and names of wives or hostesses.

The Diplomatic Yearbook [16·235], which appeared only once (1951), included lists of diplomatic representatives of all countries.

International Yearbook and Statesmen's Who's Who. London: Burke's Peerage, Ltd. 1953- .

This new annual contains among its approximately 8000 biographies many sketches of prominent world diplomats as well as a separate listing of foreign representatives of all countries.

World Diplomatic Directory: And world diplomatic biography. London: Diplomatic Publishers. 1950- .

This publication, which is supposed to appear yearly, lists major foreign and consular representatives of all countries, including the UN, as well as giving in a second section brief biographical data on all the persons listed.

EDUCATORS AND SCHOLARS

SEE ALSO Anthropologists; Authors; College and University Presidents; Conservationists; Egyptologists; Entomologists; Geographers; Historians; Librarians; Mathematicians; Philosophers; Psychologists; Scientists.

Directory of American Scholars: A biographical directory. Jaques Cattell. 2d ed. Lancaster, Pa.: Science Press. 1951. 1072 pp.

This work, a companion volume to *American Men of Science* and *Leaders in Education*, lists more than 13,000 contemporary American scholars in the liberal arts fields, giving brief biographical data on each. Most of them are college and university professors.

Directory of Catholic Colleges and Schools in the United States [16·148] lists the heads of all the institutions included in the directory as well as the names and addresses of all diocesan superintendents of schools.

Encyclopedia of Modern Education [16·148] includes a few brief biographies of major figures in education, primarily of the past.

Encyclopaedia of the Social Sciences [16·411] allots about half its entry titles to biographies of leaders in all branches of the social studies: education, philosophy, psychology, religion, political science, sociology, anthropology, and archaeology. No persons living at the time of publication (1930-1935) were included.

Faculty Personnel. The American Association of Collegiate Schools of Business. Washington, D.C.: The Association. 1925- .

A new edition of this work appears about once every five years. It covers member in-

stitutions, about 70 in all, primarily state institutions and large private universities, giving brief sketches of faculty members, with emphasis on academic data. There are two indexes: by name, and by specialties.

Leaders in Education, a biographical directory. Jaques Cattell and E. E. Ross. 3d ed. Lancaster, Pa.: Science Press. 1948. 1208 pp.

A companion volume to *American Men of Science* and *Directory of American Scholars*, this work lists nearly 17,000 persons prominent in all branches of education in the U.S., with brief biographical data on each.

Patterson's American Education [16·148], published from 1904 through 1953 as *Patterson's American Educational Directory*, gives the names and addresses of more than 50,000 school administrators and supervisors in the public school systems of the U.S. and of some 5000 universities, colleges, and other institutions of higher or specialized learning. Lists are both general and classified.

Patterson's Schools Classified [16·148], a smaller volume reprinted from the above, limits its listings to private schools, special schools, colleges, and universities.

Who's Who in American Education, an illustrated biographical dictionary of eminent living educators of the United States. Robert C. Cook and Mary Alice Smith, eds. Nashville, Tenn.: Who's Who in American Education. 1928- .

This publication appears on an approximately biennial schedule. It lists nearly 7000 prominent teachers, supervisors, and educationists, giving basic "Who's Who" data. Many biographies carry portraits.

The World of Learning [16·148] and, to a somewhat lesser extent, its sister publications, *Europa* and *Orbis* [15·2], contain the names of officials of learned societies, academies, museums, educational institutions, etc., throughout the world. Addresses are given with most names.

EGYPTOLOGISTS

SEE ALSO Anthropologists; Educators and Scholars.

Who Was Who in Egyptology. Warren R. Dawson. London: Egypt Exploration Society. 1951. 172 pp.

Contains brief biographical notes on most major and minor figures in the study of

14.4 SPECIALIZED BIOGRAPHICAL SOURCES

Egyptian lore, both in Europe and the U.S., from about 1700 to the present time. All biographees died before 1950.

ENGINEERS

SEE ALSO Architects; Aviation; Chemists; Railroad; Scientists.

Who's Who in Engineering, a biographical dictionary of the engineering profession. New York: Lewis Historical Publishing Company. 1922- .

New editions of this work have appeared irregularly, averaging about one every five years. Recent editions have carried more than 15,000 biographies of leaders, primarily American, in every branch of engineering.

ENGRAVERS

SEE ALSO Artists; Etchers.

American Engravers upon Copper and Steel, biographical sketches and checklists of engravings. Fielding Mantle. Philadelphia: privately printed. 1917. 365 pp.

This is a supplement to the Stauffer book listed below. It contains rather detailed biographical sketches and lists of engravings. There is a subject index.

American Engravers upon Copper and Steel. David M. Stauffer. New York: The Grolier Club. 1907. 2 vols.

Vol. 1 consists of biographical sketches and an index. Vol. 2 is a check list of engravings, arranged alphabetically by the names of the artists. A 49-page "Artist Index to Stauffer's 'American Engravers,'" by Thomas Hovey Gage, was published by the American Antiquarian Society (Worcester, Mass.) in 1921.

Bryan's Dictionary of Painters and Engravers. Michael Bryan. New ed., enl. New York: The Macmillan Company. 1903-1905. 5 vols.

This is a major biographical work in the field. It is particularly valuable for its comprehensive listings of works; the locations of many are indicated.

Scottish Engravers. George Herbert Bushnell. London: Oxford University Press. 1949. 72 pp.

A brief biographical dictionary of Scottish engravers who worked before 1800. It includes a chronological index.

ENTOMOLOGISTS

SEE ALSO Educators and Scholars; Scientists.

A Brief History of Entomology [16·230] includes much biographical data on entomologists of all eras and countries. Approximately 500 portraits.

ETCHERS

SEE ALSO Artists; Engravers.

A Dictionary of British Etchers. Maurice H. Grant. London: Rockliff Publishing Corp., Ltd. 1952. 232 pp.

Brief biographies of major and minor etchers and other artists associated with etchings.

FIRST LADIES

SEE ALSO Presidents of the United States; Women.

World Book Encyclopedia [5·1] includes brief biographies of each First Lady along with each President. A woodcut portrait accompanies each entry.

First Ladies. Kathleen Prindiville. 3d ed. New York: The Macmillan Company. 1954. 309 pp.

Fairly detailed data on each First Lady with a bibliography of source materials.

The Presidents and Their Wives (SEE Presidents, below) contains brief data about the wives, families, and White House hostesses of all the Presidents.

FOLKLORISTS

SEE ALSO Authors.

American Peoples Encyclopedia [5·1] includes an unusually large number of biographies of folklorists.

Funk & Wagnall's Standard Dictionary of Folklore, Mythology, and Legend [16·173] contains a few biographical sketches of major folklorists.

FOOTBALL

SEE ALSO Sports.

Official National Football League Football Encyclopedia [16·177] contains some brief biographical data on major coaches and players in professional football and incidental information on many other persons connected with both professional and college football.

FRATERNITIES, FIGURES IN

SEE ALSO Organization Executives.

Baird's *Manual of American College Fraternities* [16:182] lists national officials of fraternities and sororities. It also includes a long list of prominent Americans and Canadians who have belonged to various fraternities.

FREEMASONS

SEE Masons.

FURNITURE MAKERS

SEE ALSO Artists.

The London Furniture Makers, from the Restoration to the Victorian era, 1660-1840. Sir Ambrose Heal. London: B. T. Batsford, Ltd. New York: John de Graff, Inc. 1953. 276 pp.

"A record of 2500 cabinet-makers, upholsterers, carvers, and gilders with their addresses and working dates illustrated by 165 reproductions of makers' trade-cards—with a chapter by R. W. Symonds, on the problems of identification of the furniture they produced illustrated by some hitherto unpublished examples of authenticated pieces." Listings are generally limited to names, with addresses and dates. Occasionally, there is a note on what a person made, whom he supplied, or where a piece of furniture was used.

A Short Dictionary of Furniture [16:186] includes lists of British and American furniture makers.

GEOGRAPHERS

SEE ALSO Educators and Scholars.

World Directory of Geographers. New York: International Geographical Union. 1952. 167 pp.

A listing, with brief biographical data, of prominent geographers in all countries. There are subject and area indexes.

GOLFERS

SEE ALSO Sports.

Golf Digest Annual [16:197], which began publication in 1956, contains a "Who's Who" of top men and women professional golfers. There are also tables of playing records and tournament results.

GOVERNMENT OFFICIALS

SEE Political Leaders and Government Officials.

GUNSMITHS

American Firearms Makers. A. Merwyn Carey. New York: Thomas Y. Crowell Company. 1953. 146 pp.

Many illustrations appear in this biographical survey of the American arms industry.

HARPSICHORD MAKERS

SEE ALSO Musicians.

Makers of the Harpsichord and Clavichord. Donald Howard Boalch. New York: The Macmillan Company. 1957. 226 pp.

Biographical sketches of makers of harpsichords and clavichords who lived between 1440 and 1840. There is a bibliography.

HISTORIANS

SEE ALSO Classical history; Educators and Scholars.

Encyclopaedia Britannica [5:1] especially emphasizes biographical coverage of historians.

American History and American Historians [16:216p] includes much biographical information.

History and Historians in the Nineteenth Century [16:216d] is valuable for its data on historiographers of the period. There are extensive bibliographies.

HORSE RACING, FIGURES IN

SEE ALSO Sports.

The Racing Almanac [16:221], an annual publication, contains basic data on leading jockeys, trainers, and owners.

INSURANCE, FIGURES IN

SEE ALSO Businessmen.

Cyclopedia of Insurance in the United States [16:231] includes a "Who's Who in Insurance" section. The persons listed vary in each annual edition; there is an index to people listed in previous editions but not included in the current one.

Who's Who in Insurance. New York: Underwriter Printing and Publishing Co. 1948- .

Published separately since 1948, this work previously appeared as a section of the *Insurance Almanac*.

ITALIAN-AMERICANS

Italian-American History. Giovanni Schiavo. New York: Vigo Press. 1947-1949. 2 vols.

Vol. 1 includes a dictionary of Italian-American musical biography which covers briefly the lives of more than 400 persons active in the U.S. There are extensive bibliographies. Vol. 2 is devoted to the activities of Italian missionaries, priests, religious, and leading laymen in America. Three projected volumes will cover the activities of other prominent Italian-Americans.

Italian-American Who's Who, a biographical dictionary of Italian-American leaders. Giovanni Schiavo, ed. New York: Vigo Press. 1935-

Originally planned as an annual, a new edition of this work now appears about once every two or three years. It includes more than 1000 entries plus cross references to biographies in earlier volumes. There is a necrology, and a classification of biographees by occupation or profession.

JAZZ PERSONALITIES

SEE ALSO Composers; Musicians.

Compton's Pictured Encyclopedia [5·1] includes a fair number of brief biographies of jazz musicians in its "Fact Index."

The Encyclopedia of Jazz. Leonard Feather. New York: Horizon Press. 1955. 360 pp.

About a thousand biographies of living and dead jazz artists, largely performers but including some composers, make up the bulk of this work. More than 300 excellent candid-camera shots illustrate the book. It has also a "Hall of Fame of Jazz," a list of birthdays of jazz figures, and an index and directory of biographies. In 1957 the publishers began to supplement the work with an *Encyclopedia Yearbook of Jazz* which includes among other data on the subject, biographies of new jazz figures and information bringing the biographies in the basic volume up to date.

Guide to Jazz [16·239] contains among its other material biographies of famous jazz personalities, primarily performers. Where appropriate, each sketch is accompanied by a discography.

Metronome Yearbook [16·239] includes much information on jazz figures active during the years covered, from 1950 onward.

JEWIS

SEE ALSO Religious Figures.

Encyclopaedia Britannica [5·1] carries a large number of biographies of Jews, particularly scholars, writers, and religious leaders of early times and the Middle Ages. *Collier's Encyclopedia* [5·1] includes an unusually large number of biographical entries on Jewish leaders in many fields, particularly during the last two or three centuries.

American Jewish Yearbook. Philadelphia: Jewish Publication Society of America. 1899-

This annual publication gives the most extensive coverage of Jewish activities in the U.S. Among its extensive biographical information are biographies of prominent Jews and obituaries of Jews who died in the year covered.

Jewish Encyclopedia [16·243] includes many biographies of Jews and persons associated with Judaism of the nineteenth century and earlier.

Jewish Notables in America, 1776-1865.

Harry Simonhoff. New York: Greenberg: Publisher, Inc. 1956. 402 pp.

Biographical sketches of 90 Jews prominent in U.S. history from the Revolution until the end of the Civil War. Six women are included. There are a bibliography, a detailed index, and numerous illustrations.

A Jewish Tourist's Guide to the United States [15·4] contains much biographical data, particularly of early Jewish residents in the country, easily locatable through an exhaustive index.

Jewish Year Book [16·243], a British publication, contains about 1500 biographies of prominent Jews throughout the world in a "Who's Who of Jewry" section. There is also considerable miscellaneous data on British Jews.

Jews in the World of Science. Harry Cohen and I. J. Karpman. White Plains, N.Y.: Monde Publishers, Inc. 1956. 263 pp.

"A biographical dictionary of Jews eminent in the natural and social sciences."

Universal Jewish Encyclopedia [16·243], a fairly recent and most authoritative publication, contains many biographies of Jews, of both the past and present. The bibliographies are valuable guides to further source materials.

Who's Who in American Jewry, a biographical dictionary of living Jews of the United States and Canada. John Simons, ed. 3d ed. New York: National News Association. 1938. 1177 pp.

This work apparently is no longer published. It was criticized by some Jews as being heavily biased toward the Zionist cause. There are a number of portraits in the volume.

Who's Who in World Jewry, a biographical dictionary of outstanding Jews. White Plains, N.Y.: Who's Who in World Jewry, Inc. 1955. 898 pp.

Contains brief biographies of more than 11,000 Jews in some 70 countries.

LABOR LEADERS

SEE ALSO Organization Executives.

The International Labor Directory and Handbook [16·247] includes a comprehensive listing of union officials, government officials, other organization officials, and persons allied with the labor movement. There are also lists of editors of labor periodicals, directors of labor libraries, labor lawyers, and labor consultants.

Who's Who in Labor, the authorized biographies of the men and women who lead labor in the U.S. and Canada. Marion Dickerman and Ruth Taylor, eds. New York: The Dryden Press, Inc. 1946. 480 pp.

Apparently no more than one edition of this work appeared.

LAWYERS

American Bar, a biographical directory of the leading lawyers of the United States and Canada. Minneapolis, Minn.: James C. Fiffeld Co. 1918- .

This annual publication lists lawyers under the names of their firms, which in turn are arranged geographically by state and city. Brief biographical material is given on the lawyers listed. The firm's address is given with information on the nature of practice.

Martindale-Hubbell Law Directory. New York: Martindale-Hubbell, Inc. 1868- .

This work, now in three volumes, appears annually. Its present name and format date back to 1931. Its first two sections are biographical in nature, occupying over two-thirds of the space of the work. "The Geographical

Section" lists the lawyers in the U.S. and Canada under the state (or province) and city in which they reside, with their ratings. There are also a roster of patent lawyers and a selected list of lawyers in foreign cities. "The Biographical Section" gives such information on each lawyer listed as his education, accomplishments, activities, specialties, names of clients, references, and the like. There is also a directory of officials of the American Bar Association.

LIBRARIANS

SEE ALSO Educators and Scholars.

A.L.A. Membership Directory. Chicago: American Library Association. 1955. 379 pp.

The previous edition of this directory appeared in 1950. It covers national, state, provincial, and local library associations, agencies, and supervisors. It is one of the few sources of data on state historical societies.

American Library Directory [16·256] gives the names of the key personnel in each of the libraries it lists—virtually all the libraries in the U.S., its territories, and Canada.

Directory of Members as of March 10, 1951. Special Libraries Association. New York: The Association. 1951. 289 pp.

Members are listed with the libraries with which they are affiliated.

The International Labor Directory and Handbook [16·247] mentions personnel in its listings of labor libraries.

Law Libraries in the United States and Canada [16·256] lists library personnel of the libraries it covers.

Who's Who in Library Service. Dorothy E. Cole, ed. 3d ed. New York: Grolier Society, Inc. 1955. 546 pp.

Covers most of the prominent librarians and library administrators in the United States.

LINGUISTS

SEE Philologists.

MANUFACTURERS

SEE Businessmen; Furniture Makers; Gunsmiths; Maritime Industries; Paper Manufacturers; Pewter Makers; Watch and Clock Makers.

MARITIME INDUSTRIES, FIGURES IN

SEE ALSO *Businessmen*.

The Shipping World Year Book & Who's Who. London: Shipping World, Ltd. 1887-.

This annual publication includes worldwide directories of shipowners, shipbuilders, ship repairers, marine-engine builders, and towage and salvage contractors, arranged geographically by countries. It also contains a comprehensive "Who's Who" of personalities in the maritime industries.

MASONS

SEE ALSO *Organization Executives*.

The Freemason's Pocket Reference Book [16.270a] includes biographies of past and present leaders in freemasonry.

MATHEMATICIANS

SEE ALSO *Educators and Scholars; Scientists*.

Men of Mathematics. E. T. Bell. New York: Simon and Schuster, Inc. 1937. 592 pp.

This work contains detailed biographies of 41 major mathematicians; its index makes it easy to find the many references to less important figures.

The Study of the History of Mathematics [16.272] contains an extensive bibliography of biographies of mathematicians.

MEDALISTS

SEE ALSO *Artists*.

Biographical Dictionary of Medallists, coin, gem, and seal-engravers, mintmasters, etc., ancient and modern, with reference to their works, B.C. 500-A.D. 1900. Leonard Forrer. London: Spink Publishers, Ltd. 1902-1930. 8 vols.

The comprehensive work in the field, its first six volumes constitute the main portion, and the last two serve as a supplement.

MEDICINE, FIGURES IN

SEE ALSO *Allergists; Chemists; Dentists; Educators and Scholars; Nobel Prize Winners; Psychiatrists*.

New Century Cyclopedia of Names [5.2] is notable for its inclusion of persons in medicine, seldom found in other sources.

American Medical Directory [16.275] devotes Part II to a directory of physicians arranged geographically, and Part III to an index of physicians.

Blakiston's New Gould Medical Dictionary [16.275] contains brief biographies of figures prominent in the history of medicine.

Dictionary of American Medical Biography. Howard A. Kelly and Walter L. Burrage. New York: Appleton-Century-Crofts, Inc. 1928. 1364 pp.

This is actually the third edition of a work published under different titles in 1912 and in 1920. The third edition includes fairly detailed biographies of more than 2000 American physicians from early times to persons who died before 1927.

Directory of Medical Specialists. Chicago: The A. N. Marquis Company. 1939- .

This work has appeared in a new edition about every two or three years. Recent editions list more than 50,000 specialists certified by one of the 19 American specialty-examining boards. Each listing gives current address, year of birth, education, hospital affiliations, military record, and technical memberships. A separate section for each specialty lists doctors geographically. There is a locator index as well as an alphabetical index to names.

Encyclopedia of Medical Sources. Emerson Crosby Kelly. Baltimore: The Williams & Wilkins Company. 1948. 476 pp.

Some 5000 names of men famous in medical research are listed alphabetically, with brief identifications, and statements of their achievement. Bibliographic sources are given. Names are indexed by the subjects with which they are concerned.

Origin of Medical Terms [16.275] includes many brief biographical sketches in connection with medical terms with which the biographees are associated.

Who's Important in Medicine. New York: Institute for Research in Biography, Inc. 1945- .

New editions of this work are expected on an irregular basis. The first edition contained biographies of medical figures in the United States, Canada, and to a lesser extent, Latin America. There are some portraits. Since the arrangement is nonalphabetical, as in other publications of this company, you must use the index.

Who's Who in Industrial Medicine. Chicago: Industrial Medicine and Surgery. 1948.

This work, originally planned as a biennial publication, appeared only once. The publishers state that it was ill-timed, since the field it covered was changing rapidly.

MILITARY LEADERS

SEE ALSO Political Leaders and Government Officials.

Air Force Register. U.S. Department of the Air Force. Washington, D.C.: Government Printing Office.

A new edition of this listing of Air Force officers appears about once every year.

Biographical Register of the Officers and Graduates of the U.S. Military Academy at West Point, N. Y., Since Its Establishment in 1802. George Washington Cullum, and others. Chicago: R. R. Donnelley & Sons Company (most recent publisher). 1891-

The three basic volumes of this work include graduates of the period 1802-1889. By 1940, five volumes covering later years had appeared, and more will undoubtedly be published.

Historical Register of Officers of the Continental Army. Francis B. Heitman. New ed., rev. and enl. Washington, D.C.: Rare Book Shop Publishing Co. 1914. 685 pp.

This work lists officers serving between April, 1775, and December, 1783.

List of Officers of the Army of the United States from 1779 to 1900. William Henry Powell. New York: Hamersly Publishing Co. 1900. 863 pp.

Includes all appointees to the volunteer service during the Civil War and volunteers on active duty June 1, 1900.

List of Officers of the Navy of the United States and of the Marine Corps, from 1775 to 1900. Edward W. Callahan. New York: Hamersly Publishing Co. 1901. 749 pp.

Compiled from official records.

Officers of the Army and Navy (Regular) Who Served in the Civil War. William Henry Powell and Edward Shippen. Philadelphia: Hamersly Publishing Co. 1892. 487 pp.

A useful source for researchers who want to limit their studies to this period. There are some illustrations.

Officers of the Army and Navy (Volunteer) Who Served in the Civil War. William Henry Powell. Philadelphia: Hamersly Publishing Co. 1893. 419 pp.

A companion volume to the above.

Register of Commissioned and Warrant Officers of the United States Navy and Marine Corps. U. S. Department of the Navy. Washington, D.C.: Government Printing Office.

This publication usually appears each year.

MOSLEMS

SEE ALSO Religious Figures.

The Encyclopaedia of Islam [16·283] carries biographies of most prominent Moslems, past and contemporary.

MOTION PICTURES, FIGURES IN

SEE ALSO Composers; Dancers; Musicians; Television; Theater.

Film Review [16·287], a British annual publication, includes considerable biographical data on movie personalities of all countries, particularly Britain and America, with a large number of portraits.

International Motion Picture Almanac [16·287] includes a special "Who's Who" section in which you will find brief biographical data on almost all important actors, producers, directors, and other motion picture figures. Current editions have about 8000 biographies; older issues constitute one of the few sources of data on early movie personalities.

The Western Film Annual [16·287], also a British publication, carries some biographical data on persons connected with western movies.

MUSICIANS

SEE ALSO Composers; Conductors; Dancers; Harpsichord Makers; Jazz; Motion Pictures; Opera; Television; Theater.

The ASCAP Biographical Dictionary (SEE Authors, above) carries brief biographical sketches on all composers, librettists, arrangers, etc., who are members in good standing of ASCAP.

Baker's Biographical Dictionary of Musicians. Theodore Baker. 4th ed., rev. and enl., with supplement. Nicolas Slonimsky, ed. New York: G. Schirmer, Inc. 1949. 1298 pp.

The original edition of this work dates back to 1900, since which time it has become a standard source in this field. Its scope of inclusion is broad, with only a few sentences allotted to minor figures, but much space to major ones. Composers' biographies carry lists of their works. There are also bibliographies of source materials.

A Bibliography of Music Dictionaries [16·293a] carries a fairly complete, as well as up-to-date, selection of biographical reference works in the field of music.

The Billboard Encyclopedia of Music [16·293a] generally includes a "Who's Who" section devoted to musicians in the world of entertainment, especially performers in bands, night clubs, the theater, etc.

Bio-Bibliographical Index of Musicians in the United States of America Since Colonial Times. 2d ed. Washington, D.C.: Pan American Union. 1956. 462 pp.

Brief biographical data and lists of reference sources dealing with almost every important composer and musical performer in the U.S.

British Music of Our Time. A. L. Bacharach, ed. Baltimore: Penguin Books, Inc. 1946. 256 pp.

A symposium on 15 major British composers and conductors. There is an annotated index of composers and their major recorded works.

Cobbett's Cyclopedic Survey of Chamber Music [16·85] includes among its entries biographies of composers and performers in the field with full lists of their works.

The Concise Oxford Dictionary of Music [16·293a], a shorter version of *The Oxford Companion to Music*, contains much of the biographical data found in the latter work in a rather briefer form.

Famous Negro Music Makers. Langston Hughes. New York: Dodd, Mead & Company, Inc. 1955. 181 pp.

A comprehensive guide to the lives of American Negro composers, singers, and performers.

Grove's Dictionary of Music and Musicians [16·293a], the most comprehensive work in the field, includes several thousand biographies among its entries. The work was completely revised in 1954.

Hinrichsen's Musical Yearbook [16·293a], a British publication, includes obituaries as well as occasional biographies of newcomers in the musical world.

The International Cyclopedia of Music and Musicians. Oscar Thompson. 7th ed. Nicolas Slonimsky, ed. New York: Dodd, Mead & Company, Inc. 1956.

A highly authoritative collection of biographies of famous musicians of all countries, written by a selected group of experts. Works are both listed and evaluated, and there are extensive bibliographies.

The International Encyclopaedic Who Is Who in Music. J. T. H. Mize, ed. 5th ed. Chicago: Who Is Who in Music, Inc. 1951. 576 pp.

A biographical directory to the contemporary musical world, including among its listings almost every prominent person connected with music as a profession or as an industry.

Italian-American History (SEE Italian-Americans, above) includes in Vol. I about 400 biographies of Italian-American notables in music.

Living Musicians. David Ewen. New York: The H. W. Wilson Company. 1940. 398 pp.

A collection of about five hundred biographies of contemporary musical performers, singers, instrumentalists, and conductors, with portraits of many of them. There are also entries on major musical performing groups.

Music Index [8·5] will guide you to much biographical material in the music world appearing in periodicals.

Music Lover's Encyclopedia [16·293a] includes biographies of more than 8500 composers and musicians of all countries and times. There is particularly good coverage of contemporary figures.

The Music Lover's Handbook [16·293a] includes biographies of what its editor considers to be "all the significant composers."

Musicians' Guide [16·293a] includes a "Who's Who" of persons associated with the music industry. There are also listings of music publishers, recording companies, booking agencies, etc., with the names of their officials.

New Encyclopedia of Music and Musicians [16·293a] devotes one section to some 7500 fairly brief biographies of important musicians

and composers from about 1700 on. A separate appendix gives briefer data on approximately 1000 earlier figures in music.

The Oxford Companion to Music [16·293a] includes about 1500 biographies of musical notables, primarily Europeans, among its contents. Fairly even treatment of both past and contemporary persons.

Record Ratings [16·376] contains an "Artists' Index" that will help you locate the recorded works of musicians and conductors, with reviewers' opinions.

Russian Composers and Musicians. A. Vodar-sky-Shiraeff. New York: The H. W. Wilson Company. 1940. 158 pp.

A biographical dictionary of major figures in the field.

Schirmer's Guide to Books on Music and Musicians [16·293a] is a particularly well-conceived index of source books in the field.

NEGROES

Famous Negro Music Makers. SEE Musicians, above.

Negro Catholic Writers. SEE Authors, above.

Who's Who in Colored America, a biographical dictionary of notable living persons of African descent in America. Thomas Yenser, ed. Brooklyn, N.Y.: *Who's Who in Colored America*. 1927- .

New editions of this work, which follows the standard "Who's Who" format, appear at irregular intervals.

NEWSPAPERMEN

SEE ALSO Authors; Publishing.

Working Press of the Nation [16·305] constitutes the most comprehensive directory of persons associated with all phases of the newspaper industry, as well as with news broadcasting.

NOBEL PRIZE WINNERS

SEE ALSO Prize and Award Winners.

American Peoples Encyclopedia [5·1] carries biographies of all Nobel prize winners, adding new winners to each year's new edition. Biographies of each year's winners also appear in *The American Peoples Encyclopedia Yearbook* [6·1]. Lists of all winners, and biographies of many of them, will also be found in most other encyclopedias. Com-

plete lists appear in *The World Almanac and Information Please Almanac* [6·2] as well as other similar miscellaneous fact sources. Brief data on new winners usually appear in *Facts on File* [6·2] immediately after the announcement of the awards.

Nobel Prizes and Their Founder, Alfred Nobel [16·350] carries brief data on early winners of the prize as well as on Nobel himself.

Nobel Prize Winners. Flora Kaplan, ed. Chicago: Nobelle Publishing Co. 1941. 144 pp.

Brief biographies of all winners through 1941 plus analytical tables of the awards.

Nobel Prize Winners in Chemistry, 1901-1950. Eduard Farber. New York: Abelard-Schuman, Inc., Publishers. 1953. 129 pp.

Nobel Prize Winners in Medicine and Physiology, 1901-1950. Lloyd G. Stevenson. New York: Abelard-Schuman, Inc., Publishers. 1953. 291 pp.

Nobel Prize Winners in Physics, 1901-1950. Neils H. de Heathcote. New York: Abelard-Schuman, Inc., Publishers. 1953. 473 pp.

Three companion volumes give comprehensive data on Nobel prize winners in the scientific fields during the first half-century of the awards. Each volume is indexed and there are portraits of many of the winners.

NOBILITY AND ROYALTY

SEE ALSO Rulers.

Lives of royal and titled persons bulk large among the historical biographies in general encyclopedias as well as in many of the general biographical reference works discussed in 14·2, above. The biographies of British and Continental European nobility and royalty of the past to be found in *Encyclopaedia Britannica* [5·1] are probably the most comprehensive and detailed of those in any general source. Whitaker's *Almanack* [6·2] lists all current holders of British titles.

Almanach de Gotha, annuaire généalogique, diplomatique et statistique. Gotha, Germany: Gustav Perthes. 1763- .

This venerable publication, formerly published annually, apparently was a victim of World War II. Each edition in its first section traced the family trees of all the royal and princely houses of Europe as well as many of the lesser nobility.

Burke's Genealogical and Heraldic History of the Landed Gentry. Founded by Sir Bernard Burke. London: Shaw & Sons, Ltd. 1837- .

The first editions of this work included the landed gentry of both Britain and Ireland. The Irish families have appeared in their own separate publication since 1904. This work traces the origin and lineage of each family, giving the orders of knighthood, with each family name listed alphabetically. A brief biographical sketch of the present head of the house is included, with the names of members of his family.

The Complete Peerage, or a history of the House of Lords and all its members from the earliest times. George Edward Cockayne. Rev. and enl. ed. London: St. Catherine Press. 1910- .

A much revised and much supplemented work, this constitutes perhaps the most exhaustive genealogical guide to the British peerage in existence. It also contains much useful biographical data as well as extensive lists of source materials, invaluable to the historical researcher.

DeBrett's Peerage, Baronetage, and Knightage and Companionage. London: Odhams Press, Ltd. 1713- .

An annual publication, it offers a briefer guide to contemporary holders of British titles.

Genealogical and Heraldic History of the Landed Gentry of Ireland. Sir John Bernard Burke. London: Harrison & Sons, Ltd. 1904- .

Similar to the work on the landed gentry of Great Britain, described above.

Genealogical and Heraldic History of the Peerage, Baronetage, and Knightage, Privy Council and Order of Precedence. Sir John Bernard Burke. London: Burke Publishing Company, Ltd. 1826- .

"Burke's Peerage" is the most complete and most authoritative genealogical guide to the British royalty and nobility, tracing family trees and giving brief data on all present title holders. It now appears biennially.

Ein Genealogisches Handbuch des Adels. Glucksburg-ost-see: Verlag von C. A. Starcke. 1951- .

The successor to *Almanach de Gotha*, it includes much the same kind of information on European royalty and nobility as did its predecessor.

International Yearbook and Statesmen's Who's Who (SEE *Diplomats*, above) includes biographical data on most contemporary nobility and royalty.

Kelly's Handbook to the Titled, Landed, and Official Classes. London: Kelly Directories, Ltd. 1800- .

In one alphabetical list, this annual publication contains data of the directory variety on all Britishers who hold a specific title or official position, hereditary or conferred, as well as on members of Parliament, high-ranking diplomats, military officers, clergymen, civil servants, members of the judiciary, Royal Academicians, officers of learned societies, landed gentry, leaders in the arts and literature, and leading businessmen. Two appendixes list members of Parliament by name and by their constituencies.

Royalty Annual. Godfrey Talbot and Wynford Vaughan Thomas. New York: Crown Publishers, Inc. 1952- .

Contains information on every aspect of the British Royal Family's activities during the year covered.

World Nobility and Peerage. Count Georges de Morant. London: Specialised Reference Publishing Co. 1843- .

This work, which calls itself "a complete 'Who's Who' of the titled and noble families of the world," has appeared in a new edition on an average of about once every 18 months. Current editions are made up of six parts: living members of present and former reigning houses of Europe; living members of princely and ducal houses; the titled nobility of Europe, with their male heirs; the untitled nobility and gentry; the oldest orders of knighthood and chivalry; "distinguished American families of established lineage."

OPERA PERSONALITIES

SEE ALSO Composers; Musicians; Theater.

Encyclopedia of the Opera [16·310] contains more than 1000 biographies of singers, conductors, composers, dancers, and other persons connected with the production of opera, both past and contemporary.

Metropolitan Opera Annals [16·310] carries authoritative data on the careers of artists associated with the Met.

The Opera Reader [16·310] contains brief biographies of 39 major composers of opera.

Stories of the Great Operas and Their Composers [16·310] contains useful biographical data.

A Treasury of Opera Biography. Gladys Davidson. New York: The Citadel Press. 1955. 356 pp.

A collection of biographies of past and present notable singers of opera, with lists of performances. Many are accompanied by portraits. There is a useful bibliography.

ORATORS AND PUBLIC SPEAKERS

A History and Criticism of American Public Address [16·363], contains numerous biographical data, many hard to find elsewhere, on notable American orators of the past.

ORGANIZATION EXECUTIVES

SEE ALSO *Fraternity Personalities; Labor Leaders; Masons*. SEE ALSO Chapter 10; 16·312.

Public Administration Organizations [16·312] gives the names and addresses of officials of some 500 national and some 200 regional and Canadian organizations in the field of public administration.

Who's Who among Association Executives. New York: Institute for Research in Biography, Inc. 1935.

Now rather out of date, this is still useful when checked against current directories.

PAINTERS

SEE ALSO *Artists*.

Bryan's Dictionary of Painters and Engravers (SEE *Engravers*, above) is especially useful for its lists of works and their locations.

Cyclopedia of Painters and Painting. John Denison Champlin and C. C. Perkins. New York: Charles Scribner's Sons. 1892. 4 vols.

Now very old, this work remains useful for older artists. It contains numerous factual and critical data on artists of all countries; biographical entries are interspersed in the same alphabet with entries under the names of famous paintings.

The Dada Painters and Poets [16·315a] contains collections of personal memoirs and source materials of the Dadaist group.

A Dictionary of British Landscape Painters from the 16th Century to the Early 20th Century. Maurice Harold Grant. Lehigh-on-Sea, Eng.: F. Lewis (Publishers), Ltd. 1952. 233 pp.

Brief identifications of artists and lists of principal works, indicating where many of them may be found.

Dictionnaire des peintres. Pierre Bautier and others. Brussels: Maison Ferdinand Larcier, S. A. 1951. 694 pp.

A biographical dictionary of pre-1900 Belgian painters with brief biographical data, list of major works, and bibliography of source materials.

Dictionary of Modern Painting. Fernand Hazan, ed. New York: Tudor Publishing Co. 1955. 328 pp.

French in origin and authorship, this book is primarily biographic, including brief but comprehensive entries on virtually every important European painter as well as many American painters of importance of the late nineteenth and twentieth centuries. In addition, there are entries on types and schools of modern painting. Many biographies are illustrated by well-reproduced examples of artists' works, some 270 of them in full color.

Encyclopedia of Painting. Bernard S. Meyers, ed. New York: Crown Publishers, Inc. 1955. 512 pp.

More than three-quarters of the approximately 3000 entries in this work are succinct biographies of the principal painters of all countries and times. The remaining entries deal with national painting, schools of painting, movements, technical terms, and the like. About a quarter of the more than 1000 illustrations are in full color.

The Harper History of Painting [16·315a], through its detailed index, gives access to many biographical data on European and American painters. There are 522 illustrations, including 16 color plates.

Index of Japanese Painters. Institute of Art Research. Tokyo: The Institute. 1941. 156 pp.

Brief biographical data on some 600 Japanese artists of all periods with lists of their works.

Modern American Painting [16·315b] includes brief biographical information on 68

different American artists with examples of their work.

Old Masters in America [16·315a] contains biographical material on 40 artists whose work is reproduced in this book.

PAPER MANUFACTURERS

SEE ALSO Businessmen.

Walden's ABC Guide and Paper Production Yearbook [16·317] contains material in directory style on leading persons in the paper industry.

PEWTER MAKERS

SEE ALSO Artists.

Pewter in America: Its Makers and Their Marks [16·326] contains limited biographical data on pewter craftsmen, portraits of some of them, and a bibliography of source materials.

PHILOLOGISTS

Alone among the general reference works, *Collier's Encyclopedia* [5·1] features several hundred fairly detailed biographies on past and contemporary noted philologists and linguists of all countries. This is almost the only readily available source for much of this information.

PHILOSOPHERS

SEE ALSO Authors; Classical History; Educators and Scholars; Religious Figures.

The well-known philosophers are generally covered in biographies in adult general reference works. Probably *Encyclopaedia Britannica* [5·1] gives most attention to biographies of philosophers.

Treasury of Philosophy [16·329] prefates each of its 375 separate sections of collections of philosophical writings with brief biographical sketches of their authors. They include philosophers of all times and countries, including the Orient.

Who's Who in Philosophy. Dagobert D. Runes, ed. New York: Philosophical Library, Inc. 1942. 293 pp.

This work, which did not continue as planned, is devoted exclusively to American and British philosophers.

PHYSICIANS

SEE Medicine.

PHYSICISTS

SEE Educators and Scholars; Nobel Prize Winners; Scientists.

POETS

SEE ALSO Authors.

Canadian Poets. John William Garvin. Rev. ed. Toronto: McClelland & Stewart Ltd. 1926. 536 pp.

An anthology of the major works of 75 selected Canadian poets. Accompanying each group of selections is a brief biography, a bibliography of works and source materials, critical comments on his work, and a photograph or sketch of the poet.

The Dada Painters and Poets [16·315a] contains biographical data on poets belonging to the Dadaist movement.

A Treasury of Great Poems: English and American [16·336a], an anthology by Louis Untermeyer, includes biographical prefaces to the various selections.

POLISH-AMERICANS

Who's Who in Polish America, a biographical directory of Polish-American leaders and distinguished Poles resident in the Americas. 3d ed. New York: Harbinger House. 1943. 579 pp.

Approximately 5000 Polish-Americans are covered in brief biographical sketches. Biographees are indexed geographically and by occupations.

POLITICAL LEADERS AND GOVERNMENT OFFICIALS

SEE ALSO Congressmen; Diplomats; Military Leaders; Nobility and Royalty; Presidents of the U.S.; Rulers; United Nations.

Using a broad interpretation of this classification, a large percentage of the biographies in any general reference work may be said to be of political leaders. For British and European figures, particularly of the past, *Encyclopaedia Britannica* [5·1] excels as a source. For U.S. and Canadian figures, especially of the nineteenth century and earlier, *Encyclopaedia Americana* [5·1] has the largest number of entries. *American Peoples Encyclopedia* [5·1] probably contains the most biographies of fairly contemporary American political figures and a good number of those of the past. The almanacs and yearbooks produced in many countries (SEE 14·3 and

Chapter 15) normally list most of the prominent officials of the countries concerned. *International Who's Who* [14·2] carries the best selection of biographies of contemporary first-rank political figures throughout the world.

Book of the States [15·4] lists in each edition the top-ranking officials of the governments of each state, with portraits of the governors and occasionally other officials.

The Colonial Office List [15·3] contains the service records of each current member of the British colonial service of sufficient rank. Names are arranged in alphabetical order.

A Dictionary of Politics [16·339] contains biographies of prominent statesmen of all parts of the world, with emphasis on the contemporary.

An Encyclopedia of Modern World Politics [16·339] includes some brief biographical sketches of current leading political figures throughout the world.

The Handy Encyclopedia of Useful Information [6·3] lists U.S. Presidents, Vice-presidents, and Supreme Court justices, as well as rulers of most other countries.

House of Commons. London: The Times Publishing Co. 1945- .

The *Times* has issued an edition of this work following each general election in Britain since 1945. Each edition includes biographies of winners and losers in the parliamentary elections, with portraits of each winner.

The International Labor Directory and Handbook (SEE Labor Leaders, above) lists U.S. Federal, state, and local government officials concerned with labor.

International Yearbook and Statesmen's Who's Who (SEE Diplomats, above) contains biographical sketches of many prominent political leaders throughout the world, though emphasis is on Great Britain.

Kelly's Handbook (SEE Nobility and Royalty, above) lists members of Parliament, prominent officers in the armed services, and high executive and judicial officials, as well as prominent civil servants in Great Britain.

Municipal Year Book [16·290], a name given to quite distinct U.S. and British publications

of the same general nature, lists the major officials of U.S. and British municipal governments, respectively.

The New Dictionary of American History [16·216p] includes a fair number of brief biographies of prominent political figures, particularly of the past.

The Official Congressional Directory (SEE Congressmen, above) lists prominent officials, with some biographical data on the major ones, of all three branches of the U.S. government.

Official Register of the U.S. Government. U.S. Civil Service Commission. Washington, D.C.: Government Printing Office.

This publication appears approximately annually. It lists, by agency, all persons holding administrative or supervisory positions in the legislative, executive, and judicial branches of the Federal government and of the District of Columbia government. It gives the person's name, title, legal residence, and in most cases, his salary. The book is indexed by agency and by name.

United States Government Organization Manual [16·199] lists the major officials of the various Federal departments, bureaus, and agencies with their titles.

Whitaker's Almanack [6·2] lists holders of most important positions in the British government.

Who's Who in United States Politics and American Political Almanac. Rev. ed. Chicago: Capitol House, Inc. 1952. 955 pp.

Continued editions at regular periods of this work were planned, but apparently the project was financially unsuccessful. The basic volume, however, will continue useful for some time. The major part of the work is devoted to brief biographical sketches of the political leaders of the U.S. by their party affiliations. Most, of course, appear under either Democratic or Republican labels, but there are some biographies under the headings of various minor parties of national scope. There are also listings of the major officials of state governments and members of state legislatures, as well as officials of major political organizations of various types. These organizations are indexed. There is also considerable miscellaneous political data contemporary with the date of publication.

POPES

SEE ALSO Religious Figures.

Encyclopaedia Britannica, *Encyclopedia Americana*, *The American Peoples Encyclopedia*, and *World Book Encyclopedia* [5·1] carry biographical entries of varying lengths on all or most of the Popes.

History of the Popes from the Close of the Middle Ages. Ludwig Pastor. London: Routledge and Kegan Paul, Ltd. 1891- .

The translation into English and publication of this definitive work have progressed very slowly but is now nearing completion probably in about 50 volumes. Its material was drawn from Vatican archives and other highly authoritative sources.

PRESIDENTS OF THE U.S.

SEE ALSO First Ladies; Political Leaders and Government Officials.

Pictorial History of American Presidents. John and Alice Durant. New York: A. S. Barnes and Company. 1955. 320 pp.

This attractive book carries brief biographical information on each of the Presidents with lavish illustrations taken from period sources. There are 566 illustrations in all. The data are especially useful for comments on personal characteristics of the Presidents and information about their families.

The Presidency: A Pictorial History of Presidential Elections from Washington to Truman [16·216p], although much more detailed than the above work, is also a great deal more limited in scope.

The Presidents and Their Wives: From Washington to Eisenhower. Washington, D.C.: The Haskin Service. 1955. 56 pp.

This pamphlet was first published in 1933 and has been periodically revised as changes in the White House have required. The publication contains brief sketches of each of the Presidents; in addition, it gives data on their wives, families, and White House hostesses. There are portraits of all Presidents and most of their wives. The booklet is prefaced with a brief section on "Interesting Facts About Our Presidents."

The Presidents in American History. Charles A. Beard. Rev. ed. New York: Julian Messner, Inc. 1953. 177 pp.

A brief work intended primarily for school use, it has been brought up to date through the inauguration of President Eisenhower by William Beard, son of the eminent historian. In succinct chapters, the life of each President is sketched with a "Biographical Digest" of each President's administration, listing Cabinet members and popular and electoral votes. Each chapter includes a portrait and a facsimile autograph.

Presidents on Parade. Hirst D. Milhollen and Milton Kaplan. New York: The Macmillan Company. 1948. 425 pp.

A picture history of the Presidency through the first Truman administration. Each page bears a picture relating to a President or events in his administration with fairly extensive captioning. Together, these pictures and captions make up a useful biographical sketch of each President. There is no index but the arrangement is in approximately chronological order.

PRIZE AND AWARD WINNERS AND DONORS

Yearbooks and almanacs are the best sources of data on winners of various prizes, particularly for the years covered. *World Almanac* [6·2] lists major prize winners, recent and remote. *Facts on File* [6·2] records the award of almost all honors as soon as they are announced. Of the encyclopedia yearbooks, probably *Americana Annual*, *American Peoples Encyclopedia Yearbook*, and *Collier's Year Book* [6·1] carry the most extensive data in this field. *Publishers' Weekly*, in an early issue each year, lists the winners of all important literary awards for the previous year.

The Blue Book of Awards [16·350] lists the donors of approximately 2750 different prizes and awards plus some of the prominent winners of many. There is an alphabetical index of donors or sponsors.

PROTESTANT PERSONALITIES

SEE ALSO Religious Figures.

Lutheran Encyclopedia [16·261] carries biographies of prominent Lutherans, as well as of a few prominent members of other sects of special interest to Lutherans. Almost all the persons written of are dead.

A Protestant Dictionary [16·354] contains a limited number of biographies of especially

prominent leaders in the Protestant movement.

They Seek a Country [16·347] includes a "Who's Who" of prominent American Presbyterians.

Who's Who in the Free Churches. L. G. Pine, ed. London: Shaw Publishing Co., Ltd. 1951. 500 pp.

Under the headings of 22 different Non-conformist English denominations, appear brief sketches of prominent churchmen in each sect.

PSYCHIATRISTS

SEE ALSO *Medicine*.

Biographical Directory of Fellows and Members. American Psychiatric Association. New York: The Association. 1950. 877 pp.

Contains brief biographical sketches, emphasizing education and attainments, of the approximately 3000 members of the association, with lists of their writings.

PSYCHOLOGISTS

SEE ALSO *Educators and Scholars*.

Both *American Peoples Encyclopedia* and *Collier's Encyclopedia* [5·1] carry a rather large number of biographies of psychologists, largely contemporary.

PUBLISHERS

SEE ALSO *Authors; Businessmen; Musicians; Theater*.

American Booktrade Directory [16·57] lists all the important American, British, and Canadian publishers, with addresses.

Book Industry Register. Anne J. Richter. New York: R. R. Bowker Company. 1952- .

A companion volume to the annual *Literary Market Place* [16·365]. It indexes the biographical data found in the larger work, listing alphabetically each name appearing in it with phone number, street address, city, and page number in *Literary Market Place*. The latter publication lists major publishers with the officials of each, publishers' representatives, agents of various types, purveyors of literary services, and other persons connected with the industry.

RAILROADING

SEE ALSO *Businessmen; Engineers*.

Universal Directory of Railway Officials and Railway Yearbook. London: Directory Publishing Co. 1895- .

This annual publication lists major officials of railways throughout the world under brief data on each line. There is an index to all names.

Who's Who in Railroading in North America. New York: Simmons-Boardman Publishing Corporation. 1930- .

This work was formerly known as *Biographical Directory of Railway Officials of America*. New editions appear at irregular intervals. Recent ones have carried nearly 6000 sketches.

RELIGIOUS FIGURES

SEE ALSO *Biblical Figures; Demonology; Jews; Moslems; Popes; Protestants; Roman Catholics; Saints*.

The Catholic Dictionary [16·386] carries a limited number of biographies of religious figures, both Catholic and Protestant.

Dictionary of Christian Biography and Literature to the End of the Sixth Century A.D., with an account of the principal sects and heresies. Boston: Little, Brown & Company. 1911. 1028 pp.

An exhaustive collection of biographical data on all the major and minor Christian figures of the early period, including bibliographies of source materials. Though an old book, the timelessness of the subject makes it still very useful, though the bibliographies are now much out of date.

Dictionary of Religion and Ethics [16·379] contains numerous biographies of dead leaders in all religions.

The Encyclopedia of Religion [16·379] includes several hundred biographies of major figures of all religions, handled in a scholarly fashion. This is an especially useful source of data on obscure sects and Oriental religions.

Encyclopedia of Religion and Ethics [16·379], edited by Hastings, is perhaps the most nearly standard source in this field. Only major figures are treated in separate biographies, but the index will lead you to many data on minor persons through articles on topics with which they are associated.

New Schaff-Herzog Encyclopedia of Religious Knowledge [16·379] contains a large number of scholarly biographies of major and minor figures in all religions, plus many biographic data in other entries. A two-volume supplement to this work, published in 1955, is especially useful for information on contemporary figures.

ROMAN CATHOLICS

SEE ALSO Popes; Religious Figures; Saints.

American Catholic Convert Authors. SEE Authors (above).

The American Catholic Who's Who. Grosse Pointe, Mich.: Walter Romig, Publisher. 1934- .

A biennial publication, this gives sketches of some 5000 leading American Catholic churchmen and leaders in all fields and professions.

Catholic Authors. SEE Authors (above).

The Catholic Directory [16·386], a British publication, lists the Catholic clergy and officials of many Catholic institutions in England, Wales, and Scotland.

The Catholic Encyclopedia [16·386], now unfortunately rather out of date, gives the most comprehensive biographical coverage of Church figures from the time of Christ to about 1900.

Catholic Who's Who. London: Burns, Oates & Washburne, Ltd. 1908- .

Originally an annual publication, the first postwar edition of this work did not appear until 1952 and further publication plans were uncertain. This edition contains about 5500 biographies of prominent Catholic churchmen and laymen in Great Britain, the Commonwealth, and Ireland.

Directory of Catholic Colleges and Schools in the United States. SEE Educators and Scholars (above).

The National Catholic Almanac [16·386], an annual American publication, contains extensive biographical data, including lists of prominent U.S. Catholic clergymen and officials, lists of saints, biographies of famous Catholics of all times, obituaries of recently deceased prominent Catholics, lists of the Popes, and recipients of prizes and awards of interest to Catholics.

Negro Catholic Writers. SEE Authors (above).

Official Catholic Directory [16·386], an annual American publication, lists the names of all Catholic clergy in the U.S. as well as the officials of schools, institutions, and organizations.

RULERS

SEE ALSO Classical History; Nobility and Royalty; Political Leaders and Government Officials; Presidents of the U.S.

Both *Webster's Biographical Dictionary* [14·2] and *The New Century Cyclopedia of Names* [5·2] include in their appendixes genealogical tables of monarchs ancient and modern. *World Book Encyclopedia* [5·1] carries a special "Rulers of the World" table which is brought up to date each year in the encyclopedia's *Annual Supplement* [6·1]. *International Who's Who* [14·2] carries in the front of each edition a list of the rulers of each country, and biographies of most of them appear in the main body of the work.

An Encyclopedia of World History [16·216a] carries genealogical tables of major ruling houses of Europe and Asia, Roman Emperors, Popes, French, British, and Italian Prime Ministers, and U.S. Presidents.

Cambridge Modern History [16·216d] devotes some 200 pages in Vol. XIII to genealogical tables of rulers of the world.

SAINTS

SEE ALSO Popes; Roman Catholics.

The Book of Saints. Comp. by the monks of St. Augustine's Abbey, Ramsgate, England. 4th ed. New York: The Macmillan Company. 1947. 708 pp.

A concise guide to the lives of all the saints of the Roman martyrology, plus some others venerated in Great Britain. There is a calendar of saints.

Butler's Lives of the Saints. Herbert Thurston, S.J., and Donald Attwater, eds. New York: P. J. Kenedy & Sons. 1956. 4 vols.

This is the most recent revision of the original work first published in 1756 in 12 volumes and accepted as the standard authority in the field. In this edition, individual biographies are somewhat abridged and some minor figures are omitted. Older saints originally omitted and newly canonized saints have been added, however, bringing the total number of entries to more than 2500, as compared with about 1500 in the original work.

The bibliographical notes have been extended to include both new scholarly sources and popular works. Biographies are arranged chronologically under the days on which each saint is commemorated.

Lives of the Saints, with introduction and additional lives of English martyrs, Cornish, Scottish, and Welsh saints, and a full index to the entire work. Sabine Baring-Gould. New and rev. ed. Edinburgh: Grant Educational Co., Ltd. 1914. 16 vols.

A much more extensive work than Butler's, it is of special use to serious scholars and to those looking for data on the special British saints omitted from most other works in the field.

SCHOLARS

SEE Educators and Scholars.

SCIENTISTS

SEE ALSO Aviation; Chemists; Conservationists; Educators and Scholars; Engineers; Entomologists; Medicine; Nobel Prize Winners; Prize and Award Winners.

American Men of Science. Jaques Cattell, ed. New York: R. R. Bowker Company. 1906-. 3 vols.

This work has appeared in three volumes only beginning with the ninth edition published in 1955-1956. Vol. I covers the physical sciences, Vol. II the biological sciences, Vol. III the social sciences. These works parallel and, to a limited extent, overlap *Leaders in Education* and *Directory of American Scholars*. The first volume contains more than 43,000 biographies, the second about 25,000, and the third some 15,000. Each entry contains such basic information as name, position, address, field, birthplace, degrees, positions held, memberships in organizations, and research specialties. Coverage includes both college faculties and scientists in business, professional work of all kinds, and government.

American Women of Science. Edna Yost. Philadelphia: J. B. Lippincott Company. 1943. 232 pp.

Contains fairly long biographies of a dozen prominent American women scientists.

Chambers's Dictionary of Scientists. A. V. Howard, ed. Rev. ed. New York: E. P. Dutton & Co., Inc. 1955. 499 pp.

This British book presents concise biographies of scientists, primarily of the past and with emphasis on Europeans, numbering more than 1300 in all. There are some portraits.

Leading American Men of Science. David Starr Jordan. New York: Henry Holt and Company, Inc. 1910. 471 pp.

Contains 17 biographies of major American scientists of the nineteenth century and earlier. Information on many others may be obtained through the detailed index. Although out of date, it remains authoritative for its period.

Radio's 100 Men of Science. Orrin E. Dunlap, Jr. New York: Harper & Brothers. 1944. 294 pp.

Brief biographies of prominent scientists, largely Americans, associated with the development of radio.

Scientific Institutions and Scientists in Latin America. Montevideo: UNESCO. 1954. 201 pp.

This is the first of several projected related volumes. The book, written in Spanish, is organized by countries, in this volume limited to Central America. Each section gives basic data on each country's various scientific institutions, followed by biographies, with bibliographic data, of the leading contemporary scientists of each country.

Men of Science in America. Bernard Jaffe. New York: Simon and Schuster, Inc. 1944. 600 pp.

Contains biographies of 19 famous American scientists with bibliographies. Comments on many other scientists may be located through the index.

SCULPTORS

SEE ALSO Artists.

Contemporary Sculpture: An evolution in volume and space. Carola Giedion-Welcker. New York: Wittenborn, Schultz, Inc. 1954. 320 pp.

Analysis of modern sculpture through biographies of some 200 contemporary artists, with critical comments on their works. There are approximately 260 illustrations of various pieces of sculpture. Bernard Karpel contributes an annotated bibliography.

SOCIAL SCIENTISTS

SEE Educators and Scholars; Scientists.

SPORTS, FIGURES IN

SEE ALSO Baseball; Boxing; Football; Golfers; Horse Racing.

Questions about sports biography are among the most difficult for the reference librarian to answer, as well as among the most frequently received. One or two attempts at producing a sports biographical dictionary have failed, apparently because sales did not meet the unusually heavy cost of revising and bringing up to date that the ever-changing sports picture necessitates. Most general reference works limit sports biographies to a few all-time greats. *American Peoples Encyclopedia* [5.1] has the most biographies in this field, emphasizing all-time stars in professional baseball and football. The same encyclopedia's *Yearbook* [6.1] also carries considerable sports biographical data for the year covered. In many cases, however, to get desired data it is necessary to go through back issues of *The New York Times*, using its *Index*, or to consult the various guides to periodicals. Fortunately, biographical coverage of prominent sports figures in magazines is sufficiently heavy to give one most required information.

All-Sports Record Book [16.420] carries thousands of names of champions and record holders in all branches of sports. They are not indexed, however, and can be found only by looking in the section on the sport with which they are associated. No basic biographical data are given beyond various individuals' achievements.

Armed Forces Sports Almanac [16.420] similarly notes the achievements of more than 40,000 servicemen athletes whose names may be found in sections devoted to 15 different sports.

The Encyclopedia of Sports [16.420] lists the achievements of thousands of champions and record holders; occasionally it gives a few more biographical data on major figures. Many of these names may be located through the detailed index.

TEACHERS

SEE Educators and Scholars.

TECHNOLOGISTS

SEE Aviation; Chemists; Engineers; Scientists.

TELEVISION PERSONALITIES

SEE ALSO Motion Pictures; Theater.

International Television Almanac [16.433] carries in a "Who's Who" section biographies of about 8000 current figures prominent in TV.

The Television Annual [16.433], a British publication, contains brief biographies of prominent television personalities. So many American stars appear in British TV that many of the biographies concern them.

TV Personalities: Biographical Sketch Book. 2d ed. St. Louis: TV Personalities. 1956. 158 pp.

The publishers plan frequent revisions of this work. Early issues include nearly 200 brief biographies of television performers, most with portraits.

THEATER, FIGURES IN

SEE ALSO Artists; Authors; Composers; Dancers; Motion Pictures; Opera; Television.

Actors and Authors. SEE Authors (above).

The Dramatic Index [8.5], published between 1909 and 1949, indexed virtually all periodical literature dealing with every phase of the American and British theater, including biography. The index itself will answer without further outside reference such questions as authorship of a play, what plays an author wrote, and full names and birth dates of actors and playwrights.

Guide to Dance Periodicals [8.5] in its indexing of periodicals concerned with the dance also provides a key to biographical material in periodicals on such nondancing theatrical figures as directors, composers, stage designers, producers, etc.

The Oxford Companion to the Theatre [16.436] includes a representative number of rather brief biographies of persons connected with the theater, particularly in the past, and with emphasis on Great Britain and Continental Europe. You will find few contemporary figures cited.

The Theatre Book of the Year [16.436], during the nine years of its life (1943-1951), included considerable biographical material on the outstanding theater people of the year covered.

Theatre Handbook and Digest of Plays [16·436] contains many brief biographies of theater personalities of all types ranging in time from ancient Greece to the present and touching on the theater in all countries, including the Orient. This is an especially good source of data on rather obscure American actors of the eighteenth and nineteenth centuries, though its accuracy needs occasional checking.

Who's Where [16·436] contains much information on persons connected with the contemporary New York theater.

Who's Who in the Theatre. John Parker, ed. London: Sir Isaac Pitman & Sons, Ltd. 1912- .

New editions of this work come out at irregular intervals, the 12th edition appearing in 1957. Besides many useful miscellaneous data on the theater, the work contains about 3500 biographies of contemporary stage figures. Emphasis, of course, is on the London stage, but American actors of reasonably great renown are also included. Most biographies are noted for their work in the legitimate theater rather than in motion pictures, though movie stars are not ignored. In addition, obituaries of more than 5000 stage personalities are included. A unique feature is the genealogical tables of more than a hundred families associated with the theater for generations. There is also a bibliography, including material dating from the eighteenth century, of theatrical autobiographies, recollections, reminiscences, and collective biographies.

TRANSPORTATION, FIGURES IN

SEE Aviation; Businessmen; Maritime Industries; Railroading.

UNITED NATIONS PERSONALITIES

SEE ALSO Diplomats; Political Leaders and Government Officials.

Delegations to the United Nations. New York: United Nations. Annual.

Lists the names of all representatives, alternates, advisers, and others connected with the delegations of UN members.

Who's Who in the United Nations. Christian E. Burckel, ed. Yonkers-on-Hudson, N.Y.: The Author. 1951. 580 pp.

"Who's Who"-style biographies of about 1700 persons prominent in the activities of the UN or its original formation. There are many portraits. Further editions of the work have been projected.

Yearbook of the United Nations [16·453] contains a "Who's Who" section devoted to brief biographies of persons prominent in UN activities.

WATCH AND CLOCK MAKERS

Old Clocks and Watches and Their Makers [16·464] lists more than 12,000 famous clockmakers of England and other countries of the past, with a scattering of biographical data on many of them.

Watchmakers and Clockmakers of the World [16·464] contains identifying data on some 35,000 persons in this category who worked between 1300 and 1825.

WOMEN

SEE ALSO First Ladies.

All of the Women of the Bible. SEE Biblical Figures (above).

American Women of Science. SEE Scientists (above).

Das Lexikon der Frau [16·471] contains more than 10,000 biographies of women prominent in all times, countries, and fields. Prepared originally in German, a Spanish edition appeared in 1955, and an English-language edition has been projected.

Living Biographies of Famous Women. Henry and Dana Lee Thomas. New York: Garden City Books. 1946. 313 pp.

Predominantly American in emphasis.

A Woman of the Century. Frances E. Willard and Mary A. Livermore. Buffalo, N.Y.: Charles Wells Moulton. 1893. 812 pp.

A product of the early feminist movement and strongly moral in tone, this collection gives biographies with portraits of 1470 leading American women of the 1890s. Many women are listed here that do not appear in other reference works.

14.5

Sources of Biographical Pictures

Pictures of people are to be found in virtually all general reference works that carry illustrations to any great extent. The well-illustrated general encyclopedias excel in this respect. The most extensive number of portraits will be found in the *American Educator Encyclopedia*, *American Peoples Encyclopedia*, *Compton's Pictured Encyclopedia*, and *World Book Encyclopedia* [5·1]. All the encyclopedia yearbooks that carry many photographs include among them many pictures of personalities active during the year each volume covers. The largest number of such pictures are probably to be found in *American Peoples Encyclopedia Yearbook* and *World Topics Yearbook* [6·1].

Portraits for reproduction may be obtained from many sources. Though perhaps a larger proportion of them will have to be purchased than will pictures of other subjects, by going to the proper sources you can obtain many of them free of charge. For example, you can usually get a picture of an author from his publisher. Booking agents will supply pictures of performers of many kinds; stage producers and movie studios will furnish pictures of the actors under contract to them. Public relations departments of large businesses can supply portraits of their chief executives. Government departments usually have pictures of major officials available for reproduction. If good paintings of prominent persons exist, museums often have photocopies available for publication at small service fees. Historical societies and museums also are likely sources for portraits of famous people of the past. You may get similar portraits from the Library of Congress or the National Archives. Foreign information services may supply portraits of prominent persons of the countries they represent.

In addition, there are numerous commercial sources of pictures of people. For persons in the current news, the news photoservices are the most likely sources. Such outstanding portrait photographers as Underwood & Underwood, Harris and Ewing, Bachrach, and Karsh carry in their

files many portraits of prominent people dating back many years to which they will sell reproduction rights. The Bettmann Archive is an especially good commercial source of portraits of historical notables.

Many of the general and specialized reference works cited in the previous sections of this chapter carry portraits. When this is the case, I have tried always to note it, and you should look under the proper headings for special portraits you may be seeking. In addition, the following are especially valuable general guides to sources of biographical pictures:

A.L.A. Portrait Index: Index to portraits contained in printed books and periodicals. W. C. Lane and N. E. Browne, eds. Washington, D.C.: Library of Congress. 1906. 1600 pp.

This master index to portraits locates about 120,000 portraits of some 45,000 different persons located in 1181 sets, or 6216 volumes in all, of books and periodicals published through the year 1904. Each personal entry includes brief identification data, plus the volume and page number of the work where the portrait may be found. An updating of this work is badly needed, but in this photo-journalistic era such a task would probably be far too monumental for anyone to tackle.

Biography Index [8·5] indicates in its general listings when portraits are included with the rest of the material indexed.

Current Biography [14·2] carries portraits with almost every entry in it.

National Cyclopaedia of American Biography [14·3] should be especially noted among the general sources for the large number of portraits of biographees that it includes.

National Portrait Gallery of Eminent Americans. Evert A. Duyckinck. New York: Johnson, Fry & Co. 2 vols. 1872-1874.

This work carries extensive biographies of about 150 Americans. Not especially useful as a fact source as compared with other works, it is predominantly valuable for the full-length engravings it carries of each of its biographees.

Year [6·2], the pictorial yearbook, carries a large number of pictures of people prominent during the year covered; these may be found through the index.

The dividing line between reference works that deal essentially in information about places and those that do not often proves a fuzzy one. A reference guide to Russian music, or to Russian musicians, for that matter, deals both with music and with Russia. In this chapter I have tried to limit my discussion and listing of works to those that deal with places as places, rather than with the people or specific aspects of life of a place. You will find biographical reference works that deal with people of specific countries or areas discussed in 14·3. Sources that approach other subjects from a national or regional point of view are listed under their appropriate subject headings in Chapter 16.

I want to emphasize, however, that you should not ignore the sources on people and on other subjects when you hunt for data on places since it is all but impossible to ignore geography in talking about any subject. As a matter of fact, as sources of certain kinds of information works that are not specifically geographic often prove superior to works that are. For example, if you want to find out the wheat production of Kansas over the past 50 years, you may find the information sooner in a source that deals exclusively in agricultural statistics than you will in a gazetteer or other geographic reference source on Kansas. Similarly, if you want up-to-date information about a specific aspect of life in any country, a frequently revised source on the particular subject concerned may be superior to a more general geographic work. Again, if you want detailed data on such cultural activities of a country as its painting, music, or literature, you will do best to turn to a specialized work on the subject.

Geographic reference sources are most useful for supplying the complete picture in general terms on various parts of the world that bear specific place names. This complete picture includes certain data that you will find in whole or in large part in almost every source listed in this chapter, whether it deals with the world as a whole or with a continent, region, nation, or smaller area. This information includes:

• 15 •

HOW TO FIND OUT ABOUT PLACES

1. *Physical geography*: a description of both the surface geography and the geological structure of the area covered in the source.

2. *Ecology*: a description of the plant and animal life of the area and its relationship to the area's over-all geography.

3. *Economic geography*: a description of the agriculture, mining, industry, and trade of the area, including statistical data.

4. *Human geography*: a description of the inhabitants of the area, including ethnological and anthropological data and usually, but not always, a discussion of their cultural activities. Here, of course, appear population figures and other vital statistics.

5. *Government*: a description of the local, regional, or national governments concerned.

6. *History*: the historical development of the area, described in most geographic sources only in quite general terms.

Most people select a geographic reference work to consult according to its scope, that is, what part of the world it deals with. For that reason, I have listed most of the various works I have included in this chapter from that point of view. However, it is also valuable to be familiar with the various types of geographic reference works and to

know how to use them since each type approaches its job of supplying information in a different manner.

Perhaps the most distinctive feature of geographic reference works—and one that the vast majority of them share—is that they are produced by a large number of persons rather than by one, two, or three authors. One of the largest of the current works in this category, *The Columbia-Lippincott Gazetteer*, lists 81 persons as staff members and contributors. In addition, several hundred, perhaps several thousand, persons from all parts of the world, directly or indirectly contributed specific items of fact that went into this book's preparation.

One reason for the use of so many people's services is that even a work that covers only one country involves so many different fields of knowledge that no one person, or two or three, can be expected to have expert knowledge of all aspects of the area concerned. Another obvious reason is that making an atlas or gazetteer or similar work, even one that covers only one country, is so complex that to produce it in a reasonable length of time and to keep it up to date requires using a large group of people.

This fact becomes important when in the course of using geographic reference sources you find, as you will, discrepancies in the facts they contain. The usual test of the authority of a reference work—the expertness and authority of its author—does not entirely apply to geographic sources, though certainly some editors have ability superior to others. Rather, you will want to test a source's reliability, to determine which source is best, by determining the primary sources its compilers have used. These sources may be stated in the work's preface. If not, it is usually fairly obvious what sources *should* have been used. Fortunately, many of these primary sources are easily available. That is, you can check population figures against census returns, economic statistics against government or UN publications, heights of mountains, lengths of rivers, etc. against such publications as the reports of the U.S. Board on Geographic Names. If the facts given in

your source match generally well against these primary sources, you can usually depend on the accuracy of the rest of its facts.

You will not be able to resolve all discrepancies you will find in geographic sources. For one thing, many parts of the world have not yet been fully explored. Thus, editors of geographic reference works must use source materials of doubtful reliability. One editor may prefer one source, a second editor another. Neither can say with certainty that his source is correct. In addition, many parts of the world have been made inaccessible for political reasons. For example, the Soviet government has released few reliable geographic facts about the Soviet Union in recent years.

Many geographic facts remain difficult to pin down because no firm basis exists on which to establish them. For example, how do you determine a river's source when a dozen or more streams converge to form it? How do you choose the proper spelling of a foreign place name when its original language can be transliterated in several ways? How do you determine the population of a primitive area when its boundaries have not been clearly outlined? These problems constantly plague geographers even more than they trouble the users of geographic reference works, but as yet they have not been entirely and satisfactorily solved. Until they are, you should recognize the existence of those problems and use geographic sources with them always in mind.

Many discrepancies in geographic sources are discrepancies in time rather than in actual fact. Geographic data gets out of date more rapidly than perhaps any other type of reference information. The incredible rate at which the world's population is growing has caused new towns to arise almost overnight and to change radically the aspect of entire regions and countries. Political developments between wars and after World War II have kept atlas makers working overtime to alter boundaries on their maps. Far more geographic data is now available than there were a few years ago because of the increased reporting of such facts by national governments and

international agencies. Thus, the prewar atlas is largely unreliable today, and last year's edition of a geographic handbook is almost as useless as yesterday's newspaper for up-to-date information on the world. So, it is always wise to check not only the most recent copyright date of a geographic reference source but also the dates it gives for the facts it contains.

These pointers should prove useful in using geographic reference works in general. Other points apply to specific types of such sources. The following are the most common of these types:

1. **GENERAL ENCYCLOPEDIAS.** Nearly all general encyclopedias give a quarter or more of their space to entries under geographic place names—continents, countries, states, provinces, rivers, lakes, seas, oceans, islands, cities, towns, and every other aspect of physical and political geography. Individual encyclopedias, however, differ considerably in their treatment of geographic subjects. They vary in the detail of the information they contain, generally in proportion to their over-all size. They differ considerably in the total number of entries they contain. Finally, they differ in emphasis on specific parts of the world; that is, some treat only the U.S. or the U.S. and Western Europe in great detail, giving only passing attention to other regions. Others give fairly equal treatment to all parts of the world. Thus, each encyclopedia tends to have different values and uses as a geographic source. I have described in section 2 below the different treatments the various general encyclopedias give to geography. Most sets differ little in the type of geographic data they contain, so far as individual entries are concerned. Most cover all aspects of general geographic information as outlined early in this chapter. They vary most in the amount of detail they contain on each aspect. In addition to articles on various places, nearly all general encyclopedias contain maps, either in atlas sections or scattered through the set. Most have been prepared by well-known map makers and are of superior quality. Thus, if you own such an encyclopedia, you seldom need an atlas.

2. **ENCYCLOPEDIA YEARBOOKS** parallel

closely the sets they supplement in the amount and type of geographic information they afford. They prove useful for up-to-date data, especially statistics, on countries, states, and similar large areas and for information of transitory interest that seldom is incorporated in the more permanent sources.

3. **ALMANACS** and other similar yearbooks contain considerable basic data about countries, states, and other regions, as well as such statistical information as heights of mountains, lengths of rivers, and the like. They are seldom useful sources of geographic information of a broader scope.

4. **DICTIONARIES**, both abridged and unabridged, in most cases include identifications of place names. Some dictionaries intersperse entries on these names in their main alphabet. Others contain separate gazetteer sections. Dictionaries are primarily useful for pronunciations and spellings of names and locations. The population figures they give are rather frequently out of date and should be checked against other sources.

5. **GAZETTEERS AND GEOGRAPHIC DICTIONARIES.** The best of these works are usually the most useful sources of geographic information because they are the most comprehensive and because expert geographers have usually prepared them. Normally, they consist of entries under purely geographic place names arranged alphabetically. They suffer two primary drawbacks: their information on larger places is usually insufficiently detailed for extensive research; and being extremely expensive to prepare, they are also expensive to keep up to date and usually do not enjoy large enough sales to permit their publishers to revise them continuously. Thus, although they are superior sources for such relatively unchanging data as locations, sizes of physical geographic features, and basic information on minor places, the data they give on geographic aspects subject to frequent changes should be checked against more nearly up-to-date sources. Most gazetteers are published as separate, distinct works but occasionally an atlas is billed as containing a gazetteer. In most such cases the gazetteer would be more properly called a

map index, since it contains little information of the kind gazetteers give.

6. **ATLASES** are among the oldest of reference works in origin and certainly the oldest of the specialized geographic works. Essentially, an atlas is a collection of maps, though other material appears in many of them. There are two distinct types—historical atlases and current atlases. The former contain maps showing the world or a part of it at different periods. Such maps are excellent aids to the study and quick grasp of historical events and changes. The best of these maps carry annotations in one form or another that increase their instructive values. A special type of historical atlas is the Biblical atlas, of which there are a number of representatives.

The current atlas deals with the world as it is today, though a number of current atlases also contain sections of historical maps as well. In recent years the swift changes in the world's boundaries have tended to drive out of business all but three or four well-established atlas publishers, since the cost of making frequent revisions in maps is so great that only the publisher who sells large numbers of atlases can afford to make the changes. And, obviously, only an atlas that contains up-to-date maps is of much use in studying current geography. Each of the chief atlas publishers has developed a style of map making peculiar to his house, and most persons soon develop a preference for a particular style. Each major publisher puts out several kinds of atlases catering to different needs. Some are small containing only a few maps of world regions. Others are much larger, containing separate maps of such areas of great interest as the major countries, American states, and Canadian provinces. Other atlases include maps featuring physical or economic as well as political geography. Generally speaking, the two chief points to consider in selecting a current atlas, aside from the scope of its contents, are how recently its maps have been revised and how thoroughly its maps are indexed. An atlas will stand or fall on these points.

7. **GEOGRAPHIC HANDBOOKS** present a mass of information, usually about a spe-

cific, limited area of the world. They frequently emphasize current economic and political activity in the areas they concern and are useful primarily for this data. Because they specialize in this type of ephemeral information, the best handbooks are frequently revised, often annually. They differ greatly in quality and in ease of use, but most of those listed in this chapter rank as superior reference books.

8. **GUIDEBOOKS AND GUIDEBOOK SERIES.** Guidebooks are thought of so much in terms of their use in actual travel that many people forget they also have high value for reference. Some guidebooks, it is true, are of little use for reference because of their subjective point of view or because they are poorly organized and indexed for reference. A number of these works, however, and in particular several guidebook series, stand among the most valuable of reference sources on the countries they cover because of their great detail, their up-to-dateness, and their organization. In fact, guidebooks are often the only easily available sources for such information as descriptions of famous buildings, street plans of foreign cities, detailed listings of contents of museums, names of hotels and restaurants, locations of railway stations, and other useful minutiae. Until fairly recently, Americans were largely dependent on foreign publishers for good guides to Europe and elsewhere. Since World War II, however, a number of excellent American guidebook series have appeared. For their value as reference works, I have selected for listing in this chapter a few guidebooks that seem to be the most accurate, the most detailed, and the easiest to use among the large number that are in print. A few guidebooks that deal largely with facts about travel as such rather than with particular places are listed in Chapter 16 under the heading "Travel and Tourism."

9. **PERIODICALS** are of somewhat less value as sources of geographic information than they are for other types of reference data not because they contain little information about places but rather because they contain too much. That is, most geographic information in periodicals tends to treat rather minute aspects of large subjects

from a specialized point of view. Thus, if you are seeking general information about a particular place, you may have to wade through very many magazine articles before you find all you need for a well-rounded picture. On the other hand, if you want extensive information about a rather minor place or about one aspect of a place, or if you want extremely recent information, periodicals are often the best place to look. For example, many resort centers are scarcely mentioned in standard geographic reference works. But you will find detailed articles about them in the various magazines and newspaper sections devoted to travel. The indexes to periodical literature discussed in Chapter 8 will lead you to most of this information; most contain headings under names of countries, cities, and the like. Most popular magazines contain occasional travel articles or articles on special aspects of particular areas. *Holiday*, of course, is devoted almost exclusively to material on places, as is the *National Geographic Magazine*. The latter publishes its own index [8.3], a useful guide both to straightforward text material and to excellent maps and photographs. Of the regular magazine travel features, those in *Saturday Review* are among the best. The "letters" from foreign places in *The New Yorker* are also frequent sources of information hard to find elsewhere.

10. GOVERNMENTAL GEOGRAPHIC INFORMATION. All branches of government in the U.S., as well as diplomatic and information agencies of foreign countries in the U.S., can be useful sources of geographic information. The U.S. Department of the Interior publishes many pamphlets on the national parks, forests, monuments, and other recreation areas of the U.S. and on U.S. territories in general. Publications of the U.S. Board on Geographic Names are discussed in section 15.2 below. For infor-

mation on locating and ordering government publications, see Chapter 11, which treats not only Federal but also state and local sources. The latter are especially useful for pictorial travel data, though many of their publications are slanted so heavily toward encouraging tourism that they do not rank as serious informational sources. Many foreign governments have prepared special booklets on their countries in English for distribution in the U.S. In addition, they will answer all kinds of special questions about their countries. Use of these services is discussed in Chapter 12.

11. NONGOVERNMENTAL SOURCES of information about places include travel agencies, airline, railroad, and steamship companies, trade associations of industries associated with travel, such as hotels and motels, and chambers of commerce. The latter are especially useful sources for up-to-date and detailed data about the communities they serve. Guides to such sources are discussed in Chapter 12.

These are the principal types of reference works dealing with geographic data. The vast majority of works listed in this chapter belong to one of these categories. I have listed a few others that treat geography only in part; I have listed others that treat geography exclusively but have more or less unique formats.

I have grouped the various works I list in sections according to the type of material they contain in the belief that such grouping will facilitate your finding the specific work you need. These groups are: guides to sources of geographic information; general geographic information sources; geographic sources treating regions or areas; geographic sources on the United States; geographic sources on other specific countries. I have also added a section on sources of pictorial geographic information.

15.1

Guides to Sources of Geographic Information

A number of bibliographical tools are useful guides to sources of geographic information. In addition, many of the sources listed later in this chapter contain bibliog-

raphies. When they do, this fact has been noted.

Aids to Geographical Research. J. K. Wright and Elizabeth T. Platt. 2d ed. New

York: Columbia University Press. 1947. 331 pp.

A bibliography of works in the field of geography, including books, journals, and other learned publications, and maps. A selective rather than a comprehensive work.

Bibliographies: Subject and National [9·3] lists the various national bibliographies. These in turn will lead you to much source material on the geography of the nations and areas they cover.

Bibliography of Place Name Literature. Richard B. Sealock and Pauline A. Seeley. Chicago: American Library Association. 1948. 331 pp.

A guide to information on the origins, meanings, spellings, pronunciations, etc., of various names and nicknames of towns and cities, counties, states, mountains, rivers, and other geographic features in the U.S., Alaska, and Canada.

Current Geographical Publications. American Geographical Society of New York. New York: American Geographical Society. 1938- .

An index to new books, pamphlets, other publications, as well as to articles in various periodicals, as reflected in publications received in the society's national headquarters library. This, fortunately, amounts to a very complete survey of publications in the field, both U.S. and foreign. From Vol. 2 on, each volume is indexed by subject, author, and place names. The publication appears monthly, except July and August. Since October, 1940, each issue has also contained a supplementary index to geographic photographs received in the society's library and catalogued in its index.

Free and Inexpensive Materials on World Affairs [16·235] lists numerous publications

on world regions and specific countries that may be obtained free or for nominal cost from foreign information services and other agencies.

General Catalogue of Mariners' and Aviators' Charts and Books, corrected to January, 1941. U.S. Hydrographic Office. Washington, D.C.: Government Printing Office. 1941. 185 pp.

This guide to government-prepared maps is illustrated with many of them.

List and Catalogue of the Publications Issued by the Survey, 1816-1902. E. L. Burchard, for the U.S. Coast and Geodetic Survey. Washington, D.C.: Government Printing Office. Repr. with supp., 1903-1908. 1908. 281 pp.

A guide to one of the most extensive collections of geographic data, particularly on the Western Hemisphere and the Pacific Ocean area, in existence. This was supplemented in 1941 (Washington, D.C.: Government Printing Office) by a *Catalog of U.S. Coast and Geodetic Survey Nautical and Aeronautical Charts, Coast Pilots, Tide Tables, Current Tables, Tidal Current Charts*, a 62-page publication.

A Reference Guide to the Literature of Travel [16·462] is a comprehensive bibliography of accounts of travel, geographical descriptions, and explorations in most parts of the world. Vol. 1 covers Africa, Europe, and Asia; Vol. 2 covers America, the Arctic, and much of the Pacific. Vol. 3 concentrates on Great Britain.

Sources of Information and Unusual Services [12·2] lists under convenient subject headings many of the more obvious offices that prove useful in finding information on U.S. states and foreign countries.

15·2

Sources of General Geographic Information

Since the many works that contain geographic information on all parts of the world are distinguishable largely by their formats or methods of approach, I have divided them into eight classifications by type, adding a ninth section as a catchall for those works that are more or less unclassifiable.

GENERAL ENCYCLOPEDIAS

Nearly all the general encyclopedias discussed in Chapter 5 present a large amount of geographic information in approximately the same way. They differ largely in the over-all scope of the information they contain and in the varying emphasis given different parts of the world.

Of the four sets designed primarily for the use of high school and college students and adults, *American Peoples Encyclopedia* [5·1] contains a well-rounded selection of geographic entries on places in all parts of the world. Entries on countries, U.S. states, and Canadian provinces are fairly lengthy and are notable for their inclusion of specific, up-to-date statistics of all types. There are entries on all U.S. towns and cities of 5000 or more population. The final volume contains an atlas section of both current and historical maps with a map index.

Encyclopaedia Britannica [5·1] contains very long entries on the major countries, U.S. states, and Canadian provinces. These articles are notable for their interweaving of social and economic data in their outlining of the area's histories. There is notably good coverage of India and other parts of the former and present British Empire as well as of Great Britain itself and parts of Western Europe. The final volume contains an atlas section with map index.

Encyclopedia Americana [5·1] includes perhaps the most lengthy of articles on various countries to be found in any encyclopedia. Some, such as the one on Canada, are nearly of book length. They are divided into separate sections on various aspects of the country's life, emphasizing cultural aspects particularly. Colored maps illustrate the various major entries. Entries on U.S. cities and towns and on Canadian place names are relatively briefer, but there are a great many of them.

Collier's Encyclopedia [5·1] includes lengthy articles on the various major countries, U.S. states, and Canadian provinces, but rather fewer entries on minor geographic place names than the other three sets in this group. Colored maps illustrate most of the major entries.

Columbia Encyclopedia [5·1] contains more geographic entries than any other encyclopedia, including all U.S. towns of 1000 or more population, and treating world geography in only slightly less detail. Entries are considerably briefer than in most other encyclopedias, however, and there are no maps.

The New Century Cyclopedia of Names [5·2] contains nearly as many geographical entries as does *Columbia* but with even less detail. U.S. coverage is not so wide in scope, but coverage of other parts of the world is perhaps more extensive. The work is espe-

cially valuable for its many entries on places in Asia, Africa, the Pacific, and the Antarctic. There are no maps.

Each of the three topically arranged encyclopedias, *Our Wonderful World*, *The Book of Knowledge*, and *Richards Topical Encyclopedia* [all 5·1], contains fairly extensive articles on major countries or areas of the world, sections of the U.S., and on a variety of other geographic subjects. Data on minor place names, however, is generally missing. Each set carries maps.

The Grolier Encyclopedia and *Universal World Reference Encyclopedia* carry approximately the same amount of geographic data from the point of view of number of entries and detail of coverage. *Grolier* included in its 1955 edition an 80-page supplement listing latest population figures for all parts of the world. *Universal* in its 1955 edition greatly extended its coverage of Canadian place names to an extent not found in encyclopedias of similar size. It contains about 600 location maps.

The four "school encyclopedias" intended primarily for use in the elementary and high-school grades, *American Educator Encyclopedia*, *New Standard Encyclopedia*, *World Book Encyclopedia*, and *Compton's Pictured Encyclopedia* [all 5·1], tend to parallel school curricula needs in their presentation of geographic material. That is, they carry extensive articles on major countries, U.S. states, and, to lesser extent, the Canadian provinces. They particularly emphasize human geography. The first two contain fewer entries on less important geographic place names than the last two, since the latter are larger sets. *World Book* places minor entries in its main alphabet; *Compton's* includes most of them in brief form in its "Fact Index." Each of the smaller sets carries maps of major regions of the world. *World Book* and *Compton's* illustrate their major geographic entries with colored maps.

The two encyclopedias designed primarily for young children, *Britannica Junior Encyclopedia* and *Wonderland of Knowledge* [both 5·1], carry rather briefer entries on major geographic names, emphasizing particularly human geography. *Britannica Junior* carries many brief entries on minor place names in its "Ready Reference Index" in Vol. 1.

Abridged encyclopedias, discussed in 5·2, also carry considerable geographic data, though usually in less detail than is to be found in the major encyclopedias. The two

topically arranged works in this classification, *The Lincoln Library of Essential Information* and *The Volume Library* [both 5.2] contain separate sections on world geography with entries on major countries and states in fair detail and briefer entries on minor place names. Each work contains regional maps; *The Volume Library* includes black-and-white maps of each state. The other abridged encyclopedias generally confine their geographical coverage to brief identifying and locating entries on major and minor place names.

Foreign-language encyclopedias, discussed in 5.3, are primarily useful for the emphasis they give to the geography of the areas in which the language in which the sets are written is spoken. Thus you can make great use of these sets in locating data not found in great detail or at all in the various American encyclopedias.

ENCYCLOPEDIA YEARBOOKS

The various alphabetically arranged encyclopedia yearbooks listed in 6.1 give approximately the same amount and kind of geographic coverage. That is, entries are limited generally to those on major countries, U.S. states, and Canadian provinces, with entries on minor names appearing only in exceptional cases when they have loomed large in the year's news. Encyclopedia yearbook geographic entries are notable for their emphasis on statistics, economic and otherwise, for the year covered in each edition. The topically arranged yearbooks usually weave considerable geographic data into their coverage of the year's events but seldom contain separate geographic sections.

ALMANACS AND OTHER YEARBOOKS

These publications are especially useful for geographic data within the scope of their coverage because they are published annually and thus are normally quite up to date in the information they contain:

Facts on File [6.2] emphasizes current history and thus is useful for checking events in various parts of the world. Little information, however, will be found on U.S. states and smaller parts of the world, most data being on a national or international level.

The Handy Encyclopedia of Useful Information [6.2] contains brief data on major countries and U.S. states.

Information Please Almanac [6.2] contains basic data on major countries and the U.S. states, as well as much other incidental geographic information, such as mountains, rivers, national parks, etc.

Keesing's Contemporary Archives [6.2] contains much information on events of national and international scope, particularly emphasizing Europe, Asia, and Africa.

"Today" [6.2] includes extensive information on the U.S. and its geography in general, particularly of a statistical nature. There is somewhat briefer coverage of foreign countries, including geological and geographical data, and other aspects.

Whitaker's Almanack [6.2] contains a wealth of data on Great Britain and all parts of the British Empire, with somewhat less extensive coverage of other parts of the world.

The World Almanac [6.2] is perhaps the most useful of the publications in this group for its separate entries on the U.S., the various states and territories, and major countries of the world, with brief histories and up-to-date statistical data. In addition, there are numerous tables of geographic data, covering rivers, mountains, dams, and other similar topics.

DICTIONARIES

Dictionaries are primarily useful in geographical research as a source of identification of place names. Entries are limited to the names, their pronunciation, their location, and frequently such figures as areas and populations. *Webster's New International Dictionary* [7.1] presents this material in a separate gazetteer section. Most of the remaining abridged and unabridged dictionaries listed in Chapter 7 include such names interspersed among the other entries in the main body of each work.

GAZETTEERS AND GEOGRAPHICAL DICTIONARIES

These works vary largely in size, scope, and up-to-dateness.

The Columbia Lippincott Gazetteer of the World. Leon E. Seltzer, ed. New York: Columbia University Press. 1952. 2148 pp.

This largest of all English-language gazetteers is a much-needed revision of the *Lippincott Gazetteer* of 1905, for many years a standard geographic reference source. The new work contains about 130,000 entries, with more than 30,000 cross references on virtually every geographic place name of any importance in the world. Users of the work have found it to be based on exceptionally careful and scholarly research. Its organization follows consistent patterns in both form and in inclusion of detail. Entries are naturally brief, but basic data is to be found on both major and minor names. The work is especially useful for location purposes, places being located either by latitude and longitude or by distance and direction from a better-known place. Pronunciations of difficult place names are given. Populations are generally up to date through 1951, although the editors made no attempt to estimate populations not available from more or less official sources for areas where recent censuses have not been reported, such as China and the Soviet Union.

Lippincott's New Gazetteer. Angelo and Louis Heilprin. Philadelphia: J. B. Lippincott Company. 1905. 2053 pp.

The work on which the above gazetteer is based, this publication remains useful today for data of an historical nature not to be found in currently published gazetteers. Because it was one of the first works to give extensive coverage to all parts of the world, it contains data on places in Africa, Asia, and the more remote parts of Europe at the turn of the century that cannot be found easily elsewhere.

Macmillan World Gazetteer and Geographical Dictionary. T. C. Collocott and J. O. Thorne, eds. New York: The Macmillan Company. 1954. 792 pp.

The American edition of *Chambers's World Gazetteer and Geographical Dictionary*, this contains about 12,000 entries, with frequent additional cross references, on major and minor place names, with considerable basic data on them. As a British work, its emphasis is on the British Isles and the British Empire, and it is primarily useful for such areas. Populations are usually rounded out but are otherwise up to date.

Rand McNally World Guide. Chicago: Rand McNally & Company. 1953. 726 pp.

This book represents an abridgement and adaptation of the *Columbia Lippincott Gaz-*

etteer (see above). That is, much of the basic material has been taken from that work. There the resemblances end. The *World Guide* follows an entirely different arrangement. In addition to articles about the world and its major regions there are separate sections on each nation, with a detailed article on the country followed by alphabetically arranged entries on its major cities, towns, mountains, rivers, etc. The work is profusely illustrated with photographs and map end sheets. There are, of course, far fewer entries in this book than in the work on which it is based, but the arrangement is convenient for persons wanting comprehensive data on one country. Some of the facts and population figures are more nearly up to date than in the basic work.

Webster's Geographical Dictionary. Rev. ed. Springfield, Mass.: G. & C. Merriam Company. 1955. 1352 pp.

An alphabetical listing of about 40,000 place names throughout the world, with brief data on each. Pronunciations are given for difficult names, and there are many cross references. The new edition updates all population figures as well as political information. There are black-and-white maps scattered through the book for each state and many countries; 24 colored maps of major world regions are included at the end of the volume.

ATLASES

General atlases are divided between those that contain historical maps and those that contain currently valid maps, though some publications contain maps of both kinds.

HISTORICAL ATLASES (For atlases of the Bible and of the ancient world, see 15·3 below)

Hammond's Historical Atlas. New York: C. S. Hammond & Co., Inc. 1954. 40 pp.

A new version of a Hammond work published in 1950 as *Hammond's March of Civilization*, it combines in one volume *Hammond's American History Atlas*, *Hammond's Atlas of the Bible Lands*, and *The Races of Mankind*. An inexpensive publication, it is specially planned as a student aid.

Literary and Historical Atlas. John Bartholomew. New York: E. P. Dutton & Co., Inc. 1913-1936. 4 vols.

Really four individual volumes, published over a long span of years. One volume covers Europe (1936), a second, America (1930), a third, Africa and Australasia (1913), and a fourth, Asia (1913). Contents include historical maps of the regions, a map index of place names of historical and literary significance, and a number of strategic plans of famous battles.

Muir's Historical Atlas, Medieval and Modern. George Goodall and R. F. Treharne, eds. 9th ed. New York: Barnes & Noble, Inc. 1956. 32 pp. plus maps.

A collection of historical maps of the world's major regions with a map index. Maps cover only from the Middle Ages on.

Philip's Historical Atlas, Ancient, Medieval and Modern. London: George Philip & Son, Ltd., The London Geographical Institute. 1938.

Actually a combination of *Muir's Historical Atlas, Medieval and Modern*, and *Muir's Atlas of Ancient and Classical History* [15·3], giving a complete set of historical maps of the world from about 1500 B.C. to modern times (pre-World War II). There is an extensive map index to both sections.

Shepherd's Historical Atlas. 8th ed. New York: Barnes & Noble, Inc. 1956. 358 pp.

A new edition of a standard old work, particularly popular for student use, this edition adds 12 new maps to the basic collection dating back to 1450 B.C. to bring it up to date past World War II. There is an extensive map index. Colored maps fill 226 pages.

CURRENT ATLASES

Advanced Atlas of Modern Geography. John Bartholomew. 3d ed. New York: McGraw-Hill Book Company, Inc. 1956. 159 pp.

An updated version of an atlas by the famous cartographer John Bartholomew, this American edition contains four U.S. regional maps, with a separate index, added to the basic collection of world maps, including four additional U.S. maps. There is an extensive map index. All maps are brought up to date.

Collier's World Atlas and Gazetteer. New York: P. F. Collier & Son. 1953. 480 pp.

This work includes 128 pages of maps in color, supplied by Rand McNally and identical to those in that company's "Cosmopolitan" series. There are separate maps for each U.S. state. The gazetteer section includes

specially prepared articles on each of the states and territories and on Canada and its provinces. The world maps include some historical maps. There are pages of basic geographic data for the world including statistical tables. The map index has references, with population figures, for more than 75,000 geographic place names. Brief data are given on about 5000 important towns and cities of the world. In the index are street maps of downtown sections of 56 U.S. cities, along with many photographs. The 1956 edition added a supplement giving hunting and fishing data for all the states, Mexico, Alaska, Hawaii, Puerto Rico, and Canada.

The Columbus Atlas. John Bartholomew. New York: McGraw-Hill Book Company, Inc. 1955. 306 pp.

A larger work, containing most of the same maps plus many more, than Bartholomew's *Advanced Atlas* (see above), this includes 160 pages of maps in full color, plus a map index to more than 50,000 place names with populations. Arrangement is by areas, with political maps prefacing each section followed by maps emphasizing physical geography.

Encyclopaedia Britannica World Atlas. C. Donald Hudson, ed. Chicago: Encyclopaedia Britannica, Inc. 1942-. 384 pp.

Normally revised each year, this work underwent extensive revision in 1956. It is divided into five parts. Part I, "The World Scene," includes 41 pages of politico-social maps, climatic, soil, economic maps, plus 16 maps of world political nature. There is a bibliography. Part II includes 120 political maps of major countries and regions, including separate maps for each U.S. state and Canadian province. Part III contains gazetteer material on various problems of political and economic geography, with statistical tables. Part IV consists largely of tables of major geographic features: mountains, oceans, islands, waterfalls, dams, etc. Part V includes a list of abbreviations, a glossary of geographic terms, and an index, with populations, to place names shown on the political maps. Maps are by Rand McNally.

Hammond Atlases. One of the two largest U.S. atlas makers, C. S. Hammond & Co., Inc., of New York, publishes a number of current atlases, as well as historical and regional atlases listed elsewhere. As is the case with most cartographers, Hammond's

draws from its over-all stock of maps to supply its various atlases. Thus, each atlas is not so much a collection of distinct maps as a separate combination of the basic Hammond maps with added features. Maps are revised frequently, thus updating each atlas in which one appears. Different atlases appear in all price ranges, including:

Hammond's Advanced Reference Atlas. 186 pp.

Designed essentially for students but of use to all persons, this work has four parts: world geography; history of Western civilization; American history; and current world political geography. There are 149 pages of colored maps in all with a map index to the political maps. Special features include World War II maps and a railroad map of the U.S.

Hammond's Ambassador World Atlas. 416 pp.

The most extensive of the Hammond current atlases, this edition has 151 pages of colored maps including world physical, economic, and political geography. There are separate maps of all U.S. states and Canadian provinces. A gazetteer section includes geographical data for the world and for separate divisions of the world. There are tables of social and economic data, as well as a glossary of geographical terms. The map index includes brief gazetteer data on major world cities, street maps of major U.S. cities, and many photographs.

Hammond's Comparative World Atlas. 48 pp.

An inexpensive atlas of world regional physical and economic geography along with considerable statistical data. Especially designed for student use.

Hammond's Complete World Atlas. 376 pp.

A slightly smaller atlas than the *Ambassador*, its chief advantage lies in the fact that the volume is sized to stand upright in most bookshelves. Maps of larger areas are printed on double-page spreads. A total of 244 pages is given to maps, 216 in color. There are separate maps for each state in the U.S. and province in Canada as well as special highway, railway, and airline maps. There is a map index with brief data on major cities.

Hammond's Library World Atlas. 332 pp.

Dimensions of this volume are about midway between those of the *Ambassador* and

of the *Complete World Atlas*. There are 142 full-color maps, 60 black-and-white resource maps of U.S. states and world regions, and U.S. railway, highway, and airline maps, as well as 287 photos of all parts of the world. There is especially heavy coverage of Canada and Latin America. Along with considerable statistical and descriptive data about various regions and countries, the book has an extensive map index. Maps of U.S. states show county divisions in separate shadings.

My First World Atlas. 32 pp.

Designed for students from the third through the sixth grades, first published in 1955, this work has three parts: instruction in map reading, physical-political maps of world regions, historical maps of the U.S. and the world.

Another notable Hammond product is the collapsible plastic globe, introduced in 1956. Made in various sizes, this globe, when inflated, may be mounted in a stand or held in the hands, being very light, for closer study.

Oxford Economic Atlas of the World. New York: Oxford University Press. 1954. 254 pp.

This work was prepared by the "Intelligence Unit" of *The Economist* and the Cartographic Department of the Clarendon Press. It includes 96 pages of colored maps and 160 pages of index. The maps treat world production of about 120 different commodities. Diagrams alongside each map show production trends, commerce, etc. The index is arranged by countries, giving in table form statistical data on production and trade in various commodities. This arrangement permits study of a commodity from the viewpoint of world production or the study of separate countries from an economic point of view.

Philip's Record Atlas. New ed. London: George Philip & Son, Ltd. 1952. 332 pp.

A British current atlas containing 120 pages of colored maps and a gazetteer index with more than 50,000 references to place names. The latter includes much brief data.

Rand McNally Atlases. Rand McNally & Company of Chicago celebrated in 1956 a century of successful map making. Its various atlases draw for a large part from the general stock of maps the company prepares, each atlas differing in size and scope

and, naturally, price. Maps are under continuous revision, each atlas profiting from this practice. Major general atlases include:

Rand McNally Commercial Atlas and Marketing Guide. More than 550 pp.

This work, completely revised each year, is the most extensive U.S. atlas designed primarily to serve the businessman. A subscriber to the company's Commercial Atlas Service receives a revised edition of the atlas each year as well as periodical supplementary data of interest in bulletin form. The atlas is divided into two parts, one on the U.S. and another on the world. The U.S. section is by far the larger. It includes a general section with an index to maps of major political areas, a map of time zones, etc. An agriculture section includes maps on commodity output and harvest schedules. Maps in another section give similar data on mining and manufactures. Population maps analyze distribution of population by states and counties; another map shows the distribution of persons with college educations. The retail trade section presents relevant data in maps and statistical tables. A transportation section gives air, railway, and highway distances as well as maps of major routes. State maps are both general and specific, presenting data in various economic fields. A state-by-state index lists nearly 125,000 places, many of them without postoffices, with populations, map key, altitude, postoffice serving the point, railroads and airlines serving the point, and other pertinent information. The territories are treated in similar form. The section on the world contains general political maps of all countries plus economic and communications data, a world time chart, and a gazetteer index of political divisions and other place names. There is a special section on Canada.

Rand McNally Cosmopolitan World Atlas. 408 pp.

The largest of the company's standard general atlases, this work has more than 150 pages of full-color maps. The 1956 edition inserted sixteen pages of relief maps of the world and a nine-page section of U.S. photos. There are separate maps for each state in the U.S. and each Canadian province. A comprehensive index keys place names to maps and includes much brief geographic data.

Rand McNally Current Events World Atlas. 36 pp.

An inexpensive guide to world news including maps of world regions plus detailed maps of areas currently in the news at the time of each edition's publication. There are also historical maps of Europe and Asia in 1914, 1938, and 1950.

(Rand McNally) Goode's World Atlas. 287 pp.

Essentially designed for student use, there are 157 pages of colored maps of the world and of the separate states. An index locates and pronounces some 30,000 place names. Economic maps are accompanied by numerous statistical data in tabular form. A special feature is a collection of 77 large-scale maps of major cities of the world.

Rand McNally Pocket World Atlas. New York: Pocket Books, Inc. 1951. 174 pp.

This is an inexpensive version of the basic Rand McNally maps, including regional maps in color and black-and-white maps of the states of the U.S. The map index is much briefer than in the standard atlases; the paper used and the size of the maps is naturally inferior, but at its low price, this paperbound atlas is useful for student use and office reference purposes.

Rand McNally Premier World Atlas. 288 pp.

This smaller atlas is devoted almost exclusively to political maps and to an index of cities and other world political divisions. There are 128 pages of maps, including separate maps of each state and Canadian province. The index of about 60,000 names gives up-to-date population figures. A table of world political information is included.

Rand McNally Readers World Atlas. 304 pp.

Similar to the *Premier* above but printed in smaller volume size and with a shorter index and fewer statistical features.

Rand McNally Standard Atlas of the World. 400 pp.

A medium-sized atlas, lacking separate maps of the states and Canadian provinces, but otherwise covering the world in detailed form. There is an extensive gazetteer section including all types of geographic, political, and statistical data, plus an index of about 20,000 place names.

Rand McNally World Atlas. 32 pp.

An inexpensive guide to world regions in 28 pages of colored maps with populations of major cities. There are seven regional maps of the U.S.

The Times Atlas of the World. John Bartholomew, ed. Boston: Houghton Mifflin Company. 1955- . 5 vols.

Preparation of this major completely new atlas was begun after World War II by the *Times* of London. Vol. III, which appeared in 1955, covers Northern Europe. Schedule of publication of further volumes was announced as: Vol. IV (Mediterranean and Africa), 1956; Vol. V (The Americas), 1957; Vol. I (World, Australia, East Asia), 1958; Vol. II (India, Middle East, Russia), 1959. Each volume will measure 19½ by 12¾ inches, with a total of 120 double-page maps in the five volumes. Thus, the detail achieved in each map is great. It includes not only most towns in any area, but also railway lines, major roads, and physical contours shown in shadings. Over 200,000 place names will be shown in the final set. Each volume will be indexed separately.

World Geographic Atlas, a composite of man's environment. Herbert Bayer, ed. Chicago: Container Corporation of America. 1953. 368 pp.

The Container Corporation had this work prepared privately and distributed it as a Christmas gift to employees, customers, and others. It is, unfortunately, otherwise unobtainable, but a number of libraries have been able to obtain copies. A unique work in many ways, it consists of maps of world regions, countries, and states of the U.S., in full color, showing both political divisions and physical contours in delicate shadings. Accompanying each map are pictographic outlines of geographic, economic, and cultural features of each area. In addition, there are numerous world and regional economic, transportation, communication, and climatic maps. The entire work is indexed, with population figures accompanying appropriate index entries.

HANDBOOKS

The various handbooks containing geographic data on all or large parts of the world are distinctive for the variety of approaches they take to basically the same subject. They thus serve a variety of purposes. The principal ones include:

Demographic Yearbook: Annuaire Démographique. Statistical Office of the United Nations. New York: United Nations. 1949- .

An annual publication, the most authoritative résumé of vital statistics of the world. Figures are based either on census reports or on the best available estimates. Most of the material is in tabular form. It includes listings of population figures and the various factors of population: birth rates, stillbirths, deaths, marriages, divorces, life expectancy, international population movements. Some statistics go back to 1920, others to 1936. There is a bibliography and an index to the tables by countries.

Europa, the encyclopaedia of Europe; Orbis, encyclopaedia of extra-European countries. London: Europa Publications, Ltd. 1926-.

These two books are published as companion volumes, one treating the countries of Europe, the other the major countries of the rest of the world. The works may be bought as a unit or by subscription. About every two months subscribers receive revised supplements which are used to replace outdated material on different countries. Old material may be removed and new material inserted easily because the books are bound in snap binders. Both volumes are arranged by countries in alphabetical order. Where appropriate, each country section includes these data: statistical survey of the country's population and economy; a digest of the constitution; list of major government officials; political party data; description of the legal system and its chief personnel; list of religious organizations; list, with addresses, of periodicals with names of their editors; list of book publishers, with addresses; data on broadcasting; list of banks, with relevant data, including names of officers; list of insurance companies; list of trade, labor, and industrial organizations; transportation data; names and addresses of scientific and cultural organizations, with names of chief officials.

International Municipal Directory and Buyer's Guide [16·290], a British publication, includes capsule data on most countries, emphasizing commercial interests.**Political Handbook of the World.** Published for the Council on Foreign Relations, Inc. New York: Harper & Brothers. 1927- .

An annual publication of more than 200 pages, this carries data on all countries,

though it rather slights the smaller nations. Information is arranged by countries, in alphabetical order. It includes name of the capital; area; latest population; names of chief government officials; description of recent political events; list of major newspapers, their circulation, political character; and owners; list of political parties; and description of party programs.

Ports of the World. Sir Archibald Hurd, ed.
London: Shipping World Ltd. 1947- .

An annual publication of some 1500 pages, it describes major and minor world ports, emphasizing their facilities and detailing their charges. The 1955 edition added a series of maps of various ports.

Statesman's Year-Book. S. H. Steinberg, ed.
London: Macmillan & Co. Ltd. New York: St. Martin's Press, Inc. 1864- .

An annual publication regarded by many people as the most authoritative and most comprehensive publication in the field of political and economic geography, comprising more than 1600 pages thoroughly revised each year. The work is prefaced by sections on major international organizations, including the UN. There are also a number of comparative agricultural statistical tables. Part II is devoted to Great Britain and the various units of the British Commonwealth and Empire. Part III covers the U.S., with separate sections on each state and territory. Part IV covers other countries of the world, organized in alphabetical order, except that territories and possessions of colonial countries appear following the entry on the country to which they belong. The whole work is thoroughly indexed. Entries vary somewhat in length, but each contains basically the same data about its country: constitution and government, including names of past and present chiefs of state; recent political events; description of national flags and anthems; description of local governments; area and population data, including subordinate regions; data on religion, education, justice, welfare, finance, national defense, production and industry, commerce, communications, banking and credit; money, weights and measures; names of diplomatic representatives from and to Great Britain. There is also a brief bibliography for each country.

Statistical Yearbook; Annuaire Statistique.
Statistical Office of the United Nations.
New York: United Nations. 1949- .

An annual publication, this complements and supplements the *Demographic Yearbook*, described above. Each issue includes more than 175 separate tables for all nations of the world relating to population, manpower, agriculture, forestry, fishing, industrial production, mining and quarrying, manufacturing, construction, electricity, gas, consumption of products, transportation, communications, foreign and domestic trade, balance of payments, wages and prices, national income, finance, public finance, social statistics, education, and culture. Where possible, tables are retrospective for a 20-year period. There are tables of conversion factors for weights and measures used, as well as subject and country indexes to the tables.

Statistical Year-Book of the League of Nations. Geneva: League of Nations. 1927-1945.

Much the same sort of publication as the UN publication cited immediately above, its annual editions gave world statistics on commerce, finance, and industry for the years 1926 through 1944. It remains a useful source of historical data.

United Nations Association Yearbook [16·235] contains data on the governments of the member countries of the UN as well as bibliographies of current and recent books on specific countries.

World Facts and Figures. New York: United Nations. 1951- .

An abridgement of the UN *Demographic Yearbook* and *Statistical Yearbook* with the most important material from each.

The World of Learning [16·148], a sister publication of *Orbis* and *Europa* (see above), contains essentially the same data on scientific, cultural, and educational life in the various countries of the world that appear in those two more general publications. There is also considerable information on UNESCO.

Your Assignment Overseas [16·279] contains brief descriptive data on places where U.S. servicemen and other government employees are likely to be stationed and living conditions there. Places covered include Alaska, Austria, Azores, Berlin, Bermuda, Caribbean area, Eritrea, Formosa, France, Morocco, Germany, Great Britain, Greece, Hawaii, Italy, Japan, Labrador, Libya and Tripoli, Netherlands, Newfoundland, Oceania, Okinawa, the Philippines, Spain, and Turkey.

GUIDEBOOKS

Until fairly recently there have been no guidebooks that covered all or most of the world. But there have been and continue to be a number of series of guidebooks that cover large areas. The individual volumes of several of these series are listed elsewhere in this chapter under the appropriate regions or countries. However, since each volume in each series is similar in format and since a collection of all volumes in a series constitutes a good reference guide to various large areas, it should prove worthwhile to discuss them as series. The following are the most important:

The Baedeker guides, a series begun in Germany in 1829 by Karl Baedeker, are undoubtedly the best-known guidebooks ever published. As a collection they cover more areas of the world than any other series, though they concentrate primarily on Europe. The firm Baedeker founded continued to publish and revise the guides up to World War II. After the war publication of completely revised editions was begun. By 1956 volumes had been published covering Berlin, Frankfurt and the Taunus, London and its environs, Munich and its environs, northern Bavaria, southern Bavaria (including Innsbruck and Salzburg), and Cologne and Bonn. Revival of most of the other books in the series was planned as time permits. Publication of a series of a new type of Baedeker guide called "Auto Guides" was scheduled to begin in 1957. Copies of the older Baedekers, some of which are collectors' items, are still highly useful as reference sources, both from an historical point of view and because much of the data in them remains valid today. The prewar Baedeker series included the following titles:

- Austria* (including Hungary and Czechoslovakia)
- Belgium and Holland* (including Luxembourg)
- The Dominion of Canada* (including Newfoundland and Alaska)
- Constantinople and Asia Minor* (in German only)
- Egypt and the Sudan*
- France: in three volumes
 - Paris*
 - Northern France*
 - Southern France*

Germany: in four volumes

- Berlin*
- Northern Germany*
- Southern Germany*
- The Rhine*

Great Britain: in two volumes

- England, Wales, and Scotland*
- London*

Greece

India (including Ceylon, Burma, Malaya, Thailand, and Java, in German only)

Italy: in four volumes

- Northern Italy*
- Rome and Central Italy*
- Southern Italy and Sicily* (including Malta, Sardinia, Tunis, and Corfu)
- Italy from the Alps to Naples*

The Mediterranean (seaports, including Madeira, the Canary Islands, the coasts of Morocco, Algeria, and Tunisia)

Norway, Sweden, and Denmark (including Iceland and Spitsbergen)

Palestine and Syria (including Mesopotamia and Babylonia)

Russia (including Teheran, Port Arthur, and Peking)

Spain and Portugal (including Tangier and the Balearic Islands)

Switzerland

Tyrol and the Dolomites

The United States (including Mexico, Cuba, Puerto Rico, and Alaska)

A typical Baedeker guide is prefaced with basic touristic, historic, and cultural data on the area covered. The main body of the book is arranged to follow a stipulated itinerary, with many regional and city maps. Detailed data are given on each major town or city along a route including point-by-point descriptions of famous buildings, museum collections, and the like. Each volume is thoroughly indexed. Each volume was published in English except where specifically indicated.

The "Blue Guides" series, published in England and France before the war under the editorship of Findlay Muirhead, has been revived since the war by L. Russell Muirhead, and published additionally in the U.S. by Rand McNally & Company of Chicago. The prewar series had 15 titles, limited to Great Britain and Western and Southern Europe. By 1957, seven of these had been revived, giving guides to England, Paris, northern Italy, southern France, London, Switzerland, and Scotland. Four more new titles—guides to Sweden, Ireland, Denmark, and Rome and central Italy—had been added to the series.

Prewar titles still to be revived included guides to Wales, northwestern and northeastern France, the French Alps, Normandy, Brittany, Belgium, and southern Italy. The "Blue Guides" are rather similar to the Baedeker guides in over-all format and content, though they are somewhat less detailed and perhaps a bit easier to follow. They contain many regional and city maps and are well indexed.

Sydney Clark's "All the Best in . . ." series consisted in 1957 of 18 separate volumes on Europe and Latin America. They are a bit more chatty than the two series previously cited and concentrate on the highlights of the countries they cover rather than give detailed coverage in an unselective fashion. Published by Dodd, Mead & Company, Inc., of New York, the series included, besides an over-all guide to 21 European countries, guides to "All the Best in . . ." Central America, Cuba, France, South America (two volumes), the Caribbean, England, Scandinavia, Hawaii, Mexico, "Cathedral France," Holland, Switzerland, the Mediterranean, Italy, Spain and Portugal, and Germany and Austria.

David McKay Company, Inc., of New York, publishes two series of frequently revised guidebooks that together cover large areas and are rather similar in format. Each volume includes maps and some illustrations; it concentrates on practical data for the rather casual tourist, but includes detail enough to make the books useful for reference. In 1957 there were three volumes of the "McKay Guide Series," covering Africa, the Far and Middle East, and the Caribbean and the Bahamas. In addition, the company publishes the Eugene Fodor guides to European countries. Separate volumes in this series, extensively revised each year, cover Austria, Benelux, Britain, France, Germany, Italy, Scandinavia, Spain and Portugal, and Switzerland. Less frequently revised Fodor guidebooks are *Men's Guide to Europe* and *Women's Guide to Europe*.

Doré Ogrizek has edited two series of guidebooks to Europe and Africa for the McGraw-Hill Book Company, Inc. Translated from the French, the English series has not yet been completed. In 1957 the status of the two series was as follows: In the "World-in-Color Series," volumes had been published on Belgium and Luxembourg, France (Paris and the Provinces, the Provinces of France), Great Britain, Italy, Scandinavia (including Finland and Iceland), Spain and Portugal, The Netherlands, Paris, south and central Africa, Switzerland, and Japan. Smaller vol-

umes in the "Pocket Travel Guides" series included guides to the British Isles, France, Austria, Italy, Paris, Spain, and Western Germany. The Ogrizek guides are essentially descriptive rather than touristic in tone and make especially useful background reading. Well-indexed, they provide much valuable, up-to-date reference data on the political, economic, and social life of the countries they cover. They are exceptionally well illustrated, with many photographs in full color.

In addition to the series above, the following single guidebooks cover large areas of the world. Two are oriented to air travel.

The Jewish Chronicle Travel Guide. Green Flag, comp. London: Jewish Chronicle Publications. 1951- .

This rather brief annual publication concentrates largely on Great Britain, the United States, and Israel, though it includes less detailed information on the rest of the world. For major cities, it lists synagogues, Jewish organizations, and hotels and restaurants catering to the Jewish traveler. It also lists vegetarian and other hotels, travel agents, cruises, shipping lines, airlines, schools, holiday camps and schools, booksellers, friendship clubs, and Maccabee clubs. There are maps of Great Britain, London, and Israel, and much miscellaneous information about or of interest to Jews.

New Horizons, an up-to-the-moment guide to world travel. Prepared by Pan American World Airways. New York: Simon and Schuster, Inc. 1954- .

This annual publication of nearly 600 pages gives capsule data of interest to world travelers on about 80 different countries and dependencies throughout the world. Most of the data are practical rather than descriptive or historical. There are many photographs and small maps, as well as a good index. The continental U.S. is not covered.

TWA Vacation Guide and World Atlas. Maplewood, N.J.: C. S. Hammond and Co. 1956. 384 pp.

This guide covers all areas of the world, both regionally and separately by countries, including the U.S. Most of the data is of a practical nature, though points of interest are described briefly. There are 64 pages of color maps, street maps of major cities, and photographs. Special features include suggestions on native foods to eat in various places and unusual sports to watch or take part in.

OTHER SOURCES

The following include works that are either unique and unclassifiable or that belong primarily in other chapters but contain a large amount of useful geographical information:

Catholic Encyclopedia [16·486], now rather out of date, remains useful for its detailed articles on various countries and U.S. states. Though emphasis is naturally on the history of the Roman Catholic church in these areas, the articles also offer some geographical data and general history.

Deadline Data on Foreign Affairs [16·235] includes sections on each country of the world giving up-to-date information on its government, economic situation, and history, past and current.

Dictionary of Dates [16·127] by Keller contains short sketches on the various countries at the beginning of each of its two volumes.

Encyclopaedia of the Social Sciences [16·411] contains in its preface articles on the development of the social sciences in about a dozen major countries of the world, which offer considerable geographic data. In addition, under appropriate subject headings in the main body of the work, you will find much statistical data arranged by countries.

Encyclopedia of Religion and Ethics [16·379] has extensive geographical entries emphasizing the religious histories of various countries and areas.

Great Cities of the World. W. A. Robson and others, eds. New York: The Macmillan Company. 1955. 693 pp.

Approaching its topic from the standpoint of city planning, this book describes in long separate chapters 20 of the most important cities of the world. There are many photographs as well as an index.

"Lands and Peoples Series." New York: The Macmillan Company. 1952- .

By 1957, 14 books in this series had been published. Each of these is listed separately under the appropriate heading in the succeeding sections of this chapter. The 14 countries covered were Australia, Belgium, Canada, France, Holland, India, Italy, New Zealand, Norway, Spain, South Africa, Sweden, Switz-

erland, and the U.S. Each book is about 90 pages, written in a popular fashion, especially useful for high-school students. Each emphasizes human geography, but all aspects of the subject are briefly covered. There are many pictures.

Lists of Names. Permanent Committee on Geographical Names for British Official Use. London: Royal Geographic Society. 1921-1938.

A series of pamphlets giving the official British spellings and accepted pronunciations and locations of places and their names in virtually all parts of the world except the Americas.

The New Larned History [16·216a] includes much geographical data of an historical nature, easily findable through the index.

New Schaff-Herzog Encyclopedia of Religious Knowledge [16·379] includes long articles on various countries, emphasizing their religious histories.

Places. (Vol. 2 of *People, Places, and Things*.) Geoffrey Grigson, ed. London: Grosvenor Press. 1954. 464 pp.

Not a geographical dictionary, though arranged like one, this work contains entries on 399 place names throughout the world, minor as well as major, though not all the latter are included. Each of the fairly brief entries is written as an appreciation of the place from the point of view of the person who has lived there long and likes it immensely. An "offbeat" book, this work makes pleasant reading and is a good reference source on the atmosphere of the places it touches on. There are many photographs and maps.

Population and Vital Statistics Reports. New York: United Nations.

A brief quarterly publication giving the latest official estimates of population, births, and deaths for about 250 world regions and countries.

Population Index. Princeton, N.J.: Princeton University and the Population Association of America. 1935- .

A quarterly publication, this contains basically two types of data: articles and statistical tables on current population trends in all parts of the world and a bibliography of books and material in periodicals touching on popula-

tion problems. There are geographical and author indexes.

Sixth Report, 1890-1932. U.S. Board on Geographical Names. Washington, D.C.: Government Printing Office. 1933. 834 pp.

This is a summary of all the decisions of the U.S. Board on Geographical Names made from the time of its organization in 1890 through June, 1932. In the main the work consists of an alphabetical listing of thousands of place names in the U.S. and throughout the world, indicating the spellings, and sometimes pronunciations, accepted by the board, as well as giving locations and occasionally other brief data. This work has been kept up to date by periodic reports of decisions by the board on new names that have come up for consideration. These various pamphlets sometimes deal with miscellaneous decisions

and other times with reports on place names in various specific countries or localities.

"United Nations Series." Berkeley: University of California Press. 1945- .

A series of fairly comprehensive studies of various nations. Each volume covers the country's history, geography, industry and economy, government, and cultural life. There are extensive bibliographies and indexes. By 1956, eight volumes had been published in the series, dealing with New Zealand, Canada, Belgium, Brazil, Czechoslovakia, The Netherlands, China, and Poland.

Universal Jewish Encyclopedia [16.243] contains articles on the various countries, the U.S. states, and a number of important cities of the world, concentrating particularly on the history of Jewish life in those localities.

15.3

Sources of Regional Geographic Information

The following sources have been listed under the headings of the regions with which they deal. As listed, some of these regions tend to overlap; not all regions of the world are listed. This arrangement is necessary to permit including under their logical headings the various existing regional sources. The cross references should clarify any problems the arrangement creates.

AFRICA

SEE ALSO Mediterranean Area.

Africa: A Social, Economic, and Political Geography of Its Major Regions. Walter Fitzgerald. 7th ed. New York: E. P. Dutton & Co., Inc. 1950. 507 pp.

Essentially a textbook, an excellent index makes this work highly useful for reference to the over-all physical geography and peoples of Africa. There are population figures and economic statistics of many kinds, as well as numerous maps. Most of the material is organized by regions.

Asia and Africa in the Modern World, basic information concerning independent countries. S. L. Poplai, ed. Bombay: Asia Publishing House. New York: Institute of Pacific Relations. 1955. 218 pp.

This work was prepared under the auspices of the Asian Relations Organization in connection with the Afro-Asian Conference at

Bandung in 1955. It covers all independent nations in Asia and Africa. So far as Africa is concerned, this includes the Central African Federation, Egypt, Ethiopia and Eritrea, the Gold Coast (now Ghana), Liberia, Libya, and the Sudan. For each country, the book gives brief geographical and historical data; description of its foreign relations since 1945; description of its constitutional framework; discussion of its economic resources and foreign trade, with statistical tables on the production of minerals; and a listing of the value of its foreign trade by countries and commodities. The book also includes a number of documents, plus summarized statistical tables on the area.

Introduction to Africa, a selective guide to background reading. European Affairs Division, U. S. Library of Congress. Washington, D.C.: University Press of Washington. 1952. 237 pp.

An annotated listing of works on the various regions and countries of Africa designed to give the average reader material for a solid understanding of the subject.

McKay's Guide to Africa. SEE 15.2 (Guidebooks).

North Africa. South and Central Africa. Doré Ogrizek. SEE 15.2 (Guidebooks).

Owen's Pan-African & Middle East Directory. London: Pan-African Commercial Directory, Ltd. 1955- .

A large annual publication of more than 700 pages, containing summarized data of all kinds on the various countries and regions of Africa and the Middle East. Material is selected that is of greatest interest to the businessman and the commercial traveler.

Population Censuses and Other Official Demographic Statistics of Africa (not including British Africa), an annotated bibliography. **Population Censuses and Other Official Demographic Statistics of British Africa**, an annotated bibliography. Henry J. Dubester. Washington, D.C.: Government Printing Office. 1950. 53 and 78 pp.

Prepared as part of the Census Library Project of the Library of Congress, a guide to sources of population data on Africa.

South and East African Year Book and Guide. London: Sampson Low, Marston & Co., Ltd. 1901-1949.

An annual commercial guide to the area indicated in the title, with comprehensive geographical and historical data, in addition to much information useful to the businessman and traveler. The book contains an atlas section of maps of the area, with town plans, diagrams, etc. An unusual feature for a book of this kind is its data on flora and fauna of the area. Originally published to cover only South Africa, material on East Africa was added to this annual in 1910. The publication was divided into two volumes in 1950 (SEE immediately below).

Yearbook and Guide to East Africa. A. Gordon-Brown, ed. London: Robert Hale, Ltd. 1950- .

This volume covers Egypt, the Sudan, Eritrea, Somaliland, Kenya, Uganda, Tanganyika, Zanzibar, Nyasaland, Portuguese East Africa, the Congo, Mauritius, Madagascar, Réunion, the Seychelles, etc. An annual commercial guide with comprehensive geographical and historical data, and much information useful to the businessman and traveler, the book contains a 16-page atlas section, a folding map of Africa, all in color, and many town plans and route diagrams.

Yearbook and Guide to Southern Africa. A. Gordon-Brown, ed. London: Robert Hale, Ltd. 1950- .

A companion volume to the book cited above, this covers the Union of South Africa, the Rhodesias and Nyasaland, South West

Africa, Angola, etc., in much the same fashion. There is a 48-page atlas in color, besides many town plans and route diagrams. Both volumes are notable for extensive data on the flora and fauna of the regions they cover, legal information, statistical data, and detailed tourist information.

AMERICA

SEE ALSO Caribbean Area; Latin America.

Adventures in Good Eating [16·381], Duncan Hines's annually published guides to the restaurants he recommends, include some basic data on towns in the U.S., Alaska, Hawaii, Mexico, and Canada. There are some photographs.

The Constitutions of the Americas [16·110], in its study of the constitutional frameworks of the various governments of the Americas, contains many historical data. The extensive bibliography should be especially useful to the serious student of the two continents.

Leahy's Hotel-Motel Guide [16·224] contains brief data on the towns in which it lists stopping places, covering in detail the U.S., Canada, and Mexico. There are 149 maps covering, among other points, every state, each Canadian province, and Mexico, 50 cities, and 11 national parks. There is a U.S. mileage chart, 1950 U.S. census figures, the 1951 Canadian census results, and other useful incidental data.

Official Guide of the Railways and Steam Navigation Lines of the United States, Porto Rico, Canada, Mexico, and Cuba [16·373] is especially helpful in figuring out transportation lines in North and Central America, since it now covers all of Central America. Airline tables also appear in the volume.

Pan American Yearbook, 1945. New York: Pan-American Associates. 1945. 829 pp.

This publication, scheduled to be an annual, expired after the first edition. That included data on each country, providing geographical, historical, economic, and cultural information. There were also trade directories for each country, a "Who's Who in Inter-American Trade," and some maps.

United States. Karl Baedeker. Includes Mexico, Cuba, Puerto Rico, and Alaska. SEE 15·2 (Guidebooks).

Vacation Guide [16·224], another Duncan Hines publication, covers all states and territories, as well as Mexico, Canada, Cuba,

15.3 SOURCES OF REGIONAL GEOGRAPHIC INFORMATION

Jamaica, the Bahamas, and Bermuda. There are individual comments on each state or country with special tourist data, including sources of further information.

ANCIENT (CLASSICAL) WORLD

SEE ALSO Biblical World; Mediterranean Area.

Concise Dictionary of Ancient History [16·216b] includes many brief entries under major and minor place names of classical Roman, Greek, and Mediterranean geography.

Dictionary of Greek and Roman Geography. Sir William Smith. Boston: Little, Brown & Company. 1873-1878. 2 vols.

One of the most comprehensive guides to classical geography, modern archaeology has tended to make many of its data obsolete. Because of its great detail, however, it remains useful.

Everyman's Atlas of Ancient and Classical Geography. John Warrington, ed. Rev. ed. New York: E. P. Dutton & Co., Inc. 1952. 274 pp.

Contains an historical atlas section covering not only Greece and Rome but also Egypt, Babylonia, Assyria, and Palestine. There are also entries under names of major and minor towns of the area.

Everyman's Smaller Classical Dictionary [16·216b] includes many entries under ancient Greek and Roman place names.

Harper's Dictionary of Classical Literature and Antiquities [16·259d] contains a limited number of geographical entries.

Lemprière's Classical Dictionary [16·216b] is especially useful for the rather detailed descriptions of many place names mentioned in classical literature as well as its association of places with ancient historical events.

Muir's Atlas of Ancient and Classical History. George Goodall and R. H. Treharne, eds. 2d ed. New York: Barnes & Noble, Inc. 1956.

There are 35 pages of maps including adequate large-scale, double-page maps plus diagrams featuring ancient Greek, Roman, and Middle Eastern history, with additional diagrams and an index of 3800 place names.

The Oxford Classical Dictionary [16·259d] contains many entries under geographic place

names, mentioning some of the archaeological discoveries of various cities and regions and associating places with historical events. Its scholarly bibliographies are especially useful; its text is occasionally rather difficult reading because of its many allusions and use of untranslated Greek and Latin.

The Oxford Companion to Classical Literature [16·259d] covers much the same ground as the above in a style and language better suited to the average reader. It associates place names with literature and history.

Smith's English-Latin Dictionary [7·3] includes classical place names in a dictionary of proper names. Derivation of names is often given.

ANTARCTIC REGION

Antarctic Bibliography. U.S. Department of the Navy. Washington, D.C.: Government Printing Office. 1951. 147 pp.

An exhaustive listing of some 5500 items, books, magazine articles, atlases, etc., on the Antarctic, written in all periods and languages. Items are classified under general subjects and subheadings. The listings are not annotated but library classification numbers are given. There is an author index.

The Antarctic Today. Frank A. Simpson, ed. Wellington, N.Z.: A. H. & A. W. Reed, Ltd. 1952. 389 pp.

A comprehensive survey of the region conducted by the New Zealand Antarctic Society. It contains 45 illustrations, five diagrams, and a folding map of Antarctica.

ARCTIC REGION

Bibliography of Bibliographies on the Arctic. Arthème Dutilly. Washington, D.C.: Catholic University of America. 1945. 47 pp.

A comprehensive listing of guides to Arctic bibliographies in all literatures.

ASIA

SEE ALSO Mediterranean Area; Middle East; Pacific Ocean Area.

Asia and Africa in the Modern World (SEE Africa, above) includes among Asiatic countries China, Japan, Burma, Cambodia, Indonesia, Laos, the Philippines, Thailand, Vietnam, Ceylon, India, Nepal, Pakistan, Afghanistan, Iran, Iraq, Jordan, Lebanon, Saudi Arabia, Syria, Turkey, and Yemen.

Asia's Lands and Peoples. George B. Cressey. Rev. ed. New York: McGraw-Hill Book Company, Inc. 1951. 597 pp.

Among the most authoritative guides to the physical, human, and economic geography of Asia, organized in four areas. One region included is the Soviet Union. There is a bibliography and an extensive index.

Introduction to Asia, a selective guide to background reading. L. King Quan. Washington, D.C.: Government Printing Office. 1955. 214 pp.

A publication sponsored by the Library of Congress, it consists of an annotated listing of 811 items organized by countries and areas, with a subject index.

McKay's Guide to the Far East and Middle East. SEE 15·2 (Guidebooks).

An Outline Atlas of Eastern History. R. R. Sellman. London: Edward Arnold, & Co. 1954. 63 pp.

One of the few comprehensive historical atlases of the Middle and Far East, it covers all periods from ancient to modern times with well-developed maps. There is an index of place names.

A Select List of Books on the Civilizations of the Orient. W. A. C. H. Dobson, ed. New York: Oxford University Press. 1955. 88 pp.

A bibliography prepared for the relatively inexperienced student seeking background reading rather than for the advanced scholar.

Southeast Asia, an annotated bibliography of selected reference sources. Cecil Hobbs. Washington, D.C.: Government Printing Office. 1952. 163 pp.

Sponsored by the Library of Congress, this lists books in the library on Southeast Asia, received between 1945 and 1951. The bibliography is arranged by countries and subdivided under subject headings.

Southern Asia, publications in Western languages. U.S. Library of Congress. Washington, D.C.: Government Printing Office. 1952—

A quarterly guide to books received in the Library of Congress and to periodical articles in the field dating from 1951. It is arranged much like *Southeast Asia* (above).

AUSTRALASIA

SEE Pacific Ocean Area.

BIBLICAL WORLD

SEE ALSO Ancient World; Asia; Mediterranean Area; Middle East.

Atlas of the Bible. L. H. Grollenberg. New York: Thomas Nelson & Sons. 1956. 165 pp.

A translation of a most attractive European publication, this work includes 35 eight-color maps with about 60,000 words of commentary on Biblical geography. Photographs and black-and-white maps accompany the commentary. There is an index to every place name mentioned in the Bible.

A Bible Atlas, a manual of Biblical geography and history, especially prepared for the use of teachers and students. Jesse Lyman Hurlbut. Chicago: Rand McNally & Company. 1910; copyright renewed, 1938. 168 pp.

Organized in chapters with maps, photographs, and charts, it treats Biblical geography in relation to Biblical events. The geography treated includes not only Palestine but other parts of the ancient world mentioned in the Bible. At the end of each chapter appears an outline for teaching and review. The photographs are now antique but the basic material is sound and highly usable.

A Catholic Commentary on Holy Scripture [16·48] includes a section of 16 pages of maps of Bible lands with a map index.

The Encyclopedia of Bible Life [16·48] contains chapters on the geography of the Bible and on major cities and towns mentioned in the Bible as well as many other useful and interesting geographic data.

Hammond's Atlas of the Bible Lands. New York: C. S. Hammond & Co., Inc. 1950. 32 pp.

Also published in a hardcover edition as *Hammond's Scripture Atlas*. Full-color maps (40 in all) of Biblical geography and history with about 36 photographs of typical scenes.

Rand McNally Bible Atlas. Emil G. Kraeling. Chicago: Rand McNally & Company. 1956. 532 pp.

Forty pages of four-color maps of the Bible region are accompanied by an extensive commentary on Biblical geography, illustrated

with 50 black-and-white detail maps and about 300 photographs. There is a detailed map index.

Westminster Historical Atlas of the Bible.
G. Ernest Wright and Floyd V. Filson, eds.
New rev. ed. Philadelphia: Westminster Press. 1956. 160 pp.

Exhaustive coverage of Biblical physical and historical geography, including areas surrounding Palestine, in both maps in full color and historical commentary.

BRITISH EMPIRE AND COMMONWEALTH

The British Commonwealth. London: Europa Publications, Ltd. 1956- .

A publication similar to *Europa* and *Orbis* [15·2], limited to the British Empire. Each section on a separate country or dependency includes a broad general survey of life and conditions there, with geographical and historical summaries. Economic life is discussed, as well as government, administration, religion, and education. There are detailed lists of newspapers and periodicals, book publishers, broadcasting stations, banks, insurance companies, chambers of commerce, trade associations, unions, airlines, railway and shipping companies, learned societies, research institutes, libraries, museums, universities, and colleges.

The Colonial Office List. London: H.M. Stationery Office.

A periodic British government publication, this work lists the major officials of the colonial service and describes the activities of the Colonial Office. In addition, it contains comprehensive summaries of geographic, historical, economic, and cultural data of each of the British colonies with an index and map. There is a record of service of each important current member of the colonial service.

The Empire and Commonwealth Year Book.
Ronald S. Russell, ed. London: Newman Neame, Ltd. 1952- .

An annual publication sponsored by the Empire Economic Union, it contains capsule data on each unit of the British Empire and Commonwealth arranged by region and country or dependency. There are also over-all governmental data as well as detailed economic statistics arranged in tabular form and an index.

CARIBBEAN AREA

SEE ALSO *America*; *Latin America*.

All the Best in the Caribbean. SEE 15·2 (Guidebooks).

McKay's Guide to Bermuda, the Bahamas and the Caribbean. SEE 15·2 (Guidebooks).

Standard Guide to Mexico and the Caribbean. Lawrence Martin and Sylvia Martin.
New York: Funk & Wagnalls Company. 1954. 623 pp.

A detailed and rather chatty guide to the culture and history of the various countries of the Caribbean area, including Mexico, Cuba, Jamaica, Haiti, the Dominican Republic, Puerto Rico, the Virgin Islands, and the British, French, and Netherlands West Indies. It is arranged by countries (for Mexico, by regions). There is no index, but the extremely detailed table of contents and the consistent pattern of organization make it fairly simple to find desired information.

The West Indies and Caribbean Yearbook.
New York: Thomas Skinner & Co., Ltd. 1928- .

An annual guide of nearly 900 pages to all countries of the West Indies, Central America, and the Guianas. Arranged alphabetically by country, there is a separate map for each. The work gives historical, geographic, economic, cultural, and travel data, as well as much information in directory style on government officials, foreign representatives, trade associations, etc. There is a directory of U.S. firms in the Caribbean market and a Spanish-English glossary of trade terms.

EUROPE

SEE ALSO *Mediterranean Area*; *Scandinavia*.

Aboard and Abroad [16·447], though primarily devoted to touristic data and advice, hits the highlights of things to see in the main tourist centers of Britain, the Benelux countries, Germany, Austria, Switzerland, Italy, France, Spain, Portugal, and Scandinavia. One useful section lists holidays, festivals, fairs, and other special events in Western European countries.

All the Best in Europe. SEE 15·2 (Guidebooks).

Annuaire Européen: European Yearbook.
New York: W. S. Heinman. 1955- .

A yearbook published under the auspices of the Council of Europe, containing many

statistical and other data on the economic and political life of Western Europe, as well as documents and a chronology of the Council of Europe.

Atlas of European History. Earle W. Dow. New York: Henry Holt & Company. 1907. 46 pp. and maps.

Covers European history from ancient times to approximately 1900 in some 50 maps, about half in color, the rest in black and white. There is an exhaustive map index.

Dictionary of European History [16·216f] contains a limited number of entries under place names associated with historical events, such as battles or treaties.

Europa. SEE 15·2 (above).

Europa Touring Guide. Hallwag. Chicago: Rand McNally & Company. 1955. 628 pp.

A road atlas to Europe and Great Britain, prepared in Switzerland. There are 136 pages of full-color road maps plus 79 detailed city plans. In addition, there is travel and road information on the entire area, written in German, English, and French. Other features include photographs, a mileage chart, and a currency conversion table.

Europe: An Atlas of Human Geography. Marthe Rajchman. New York: William Morrow & Company, Inc. 1944. 120 pp.

A guide to the human geography of Europe designed to aid the student of history and political science. There are several maps.

European History Atlas, ancient, medieval and modern European and world history. James Henry Breasted. Chicago: Denoyer-Geppert Co. 1951. 118 pp.

A guide to European history from ancient times through 1951 as shown in 62 pages of black-and-white and colored maps. Each map is accompanied by a detailed but tightly written historical commentary. There is an extensive place name index.

Fielding's Travel Guide to Europe. Temple Fielding. New York: Sloane & Morrow, Inc.

An annually published chatty guide to European tourism, kept constantly up to date. It specializes in well-planned itineraries plus tips on out-of-the-way sights. Many of these data are useful for reference purposes.

The Geography of Europe. George D. Hubbard. 2d ed. New York: Appleton-Century-Crofts, Inc. 1952. 870 pp.

One of the most popular textbooks on this subject, it is prefaced by general geographic material on the Continent, followed by separate chapters on each country. Each chapter carries a useful bibliography, and there is a detailed index. Illustrations include both photographs and black-and-white maps, plus end-paper maps in color.

Harper's Encyclopedia of Art [16·27] contains many entries under place names in Europe that give detailed descriptions of their famous buildings or other notable works of art. There are numerous photographs and line drawings.

Men's Guide to Europe. Eugene Fodor. New York: David McKay Company, Inc.

A guide to travel highlights in Europe from the male point of view, revised every two years.

Newman's European Travel Guide. Harold Newman. Rev., enl. ed. New York: Henry Holt & Company, Inc. 1955. 346 pp.

Up-to-date guide to 15 Western European countries with perhaps more emphasis than usual on geographic data of various types. There are many maps as well as tables of measures, population statistics, altitudes, etc. The work is indexed.

Pastene's Auto Guide to Europe. Jerome Pastene. New York: McGraw-Hill Book Company, Inc. 1954. 337 pp.

A guide to modern motoring through Europe, with itineraries designed for persons hitting the high spots in many countries as well as for those who wish to see only a small part intensively. There are maps and many illustrations.

Personal Travel Directory for Europe. Cornelius Vanderbilt, Jr. New York: Crown Publishers, Inc. 1955. 557 pp.

An extremely detailed guide to what to see in Europe and how to see it; useful for reference because of its numerous odd items of information. There are many photographs.

Pocket Guide to Europe. Michael Fielding. Rev. ed. Chicago: Rand McNally & Company. 1957. 288 pp.

Brief data on 19 European countries.

The Poor Man's Guide to Europe [16·447] emphasizes seeing Europe on a budget and thus contains much data not found in other guidebooks.

The Races of Europe [16·20] stresses the human geography of the continent. Although a textbook, its organization makes reference use easy.

Richard Joseph's Guide to Europe and the Mediterranean [16·447] emphasizes practical advice to the tourist though it contains brief information about the countries of the region it covers.

Slavonic Encyclopedia. Joseph S. Roucek, ed. New York: Philosophical Library, Inc. 1949. 1445 pp.

An exhaustive guide to every aspect of the countries of southeastern and Eastern Europe peopled by Slavs. Its several thousand entries include many brief biographies, entries on all major political divisions of each country and major cities, articles on art, music, the dance, literature, and other arts, education, science in its various forms, and other pertinent subjects. Entries are arranged in alphabetical order. Most were prepared by experts in the various fields. Except for post-Stalin developments, it is an authoritative and up-to-date guide to the Communist world. An appendix includes the constitutions of the U.S.S.R. and the People's Republics.

Woman's Guide to Europe. Eugene Fodor. New York: David McKay Company, Inc.

Revised every two years, a guide to Europe from the feminine viewpoint, emphasizing shopping and food.

LATIN AMERICA

SEE ALSO *America; Caribbean Area.*

All the Best in South America—East Coast.
All the Best in South America—West Coast.
All the Best in Central America. SEE 15·2 (Guidebooks).

A Bibliography on South American Economic Affairs [16·147] lists many sources useful to the person interested in Latin-American geography.

An Encyclopedia of Latin-American History [16·2161] contains a fair number of entries under place names emphasizing their histories.

The Handbook of Latin American Studies. Francisco Aguilara, ed. Various publishers. 1937—

An annual exhaustive bibliography of writings on Latin America in English, Spanish, Portuguese, French, and German, emphasizing the social sciences, humanities, and arts. It is prepared under the direction of the Hispanic Foundation in the Library of Congress.

A History of Latin America [16·2161], an up-to-date, authoritative work, traces the history both of the area as a whole and of individual countries. There are tables on population, chief cities, national incomes and budgets, international trade, manufacturing and communications, health, and literacy. There is an extensive bibliography.

Latin America in Maps. A. Curtis Wilgus, with Raul d'Eça. 4th ed. New York: Barnes & Noble, Inc. 1951. 406 pp.

One of the "College Outline" series, this work traces in black-and-white maps, with commentaries, the political history and economic development of all countries of Latin America.

The New World Guides to the Latin American Republics. Earl Parker Hanson, ed. 3d ed. New York: Duell, Sloan & Pearce, Inc. 1950. 3 vols.

A most extensive guide to Latin America, useful both to the tourist and to the student of the region. Vol. 1 deals with Mexico, Central America, and the West Indies; Vol. 2 covers the Andean and west coast countries of South America; Vol. 3 treats the countries of the east coast of South America. Each volume is prefaced by several general articles on subjects concerning the region, such as art, international organizations, educational opportunities, etc. Each country section begins with an over-all discussion of nation's history and current conditions, followed by data on separate regions and important cities. There are a number of maps.

People and Politics of Latin America. Mary Wilhelmine Williams. 4th ed. Boston: Ginn & Company. 1955. 964 pp.

A popular textbook on the human geography and political history of the Latin-American countries, useful for reference because of its many maps and detailed index.

South American Handbook, a yearbook and guide to the countries and resources of South and Central America, Mexico and Cuba. London: Trade and Travel Publi-

cations, Ltd. New York: The H. W. Wilson Company. 1924- .

This annually revised publication deals exhaustively with all the countries of Latin America in more than 800 pages. Data include material on travel, commerce, social conditions, history, climate, transportation, art and architecture, sports and amusement, and economic activities of all kinds. Entries on countries are followed by articles on major cities. There are many black-and-white maps of limited areas besides eight full-page color maps.

MEDITERRANEAN AREA

SEE ALSO Africa; Asia; Europe.

All the Best in the Mediterranean. SEE 15.2 (Guidebooks).

The Mediterranean. Karl Baedeker. Includes also Madeira, the Canary Islands, and the coasts of Morocco, Algeria, and Tunisia. SEE 15.2 (Guidebooks).

MIDDLE EAST

SEE ALSO Asia.

The Arabian Peninsula, a selected, annotated list of periodicals, books, and articles in English. Near East Section, Division of Orientalia, Library of Congress. Washington, D.C.: Government Printing Office. 1951. 111 pp.

A guide to up-to-date materials on the Middle East.

The Encyclopaedia of Islam [16.283] contains a large number of entries under geographic place names in the Moslem world. It is particularly useful for its authoritative spellings (in transliteration) of many names in the Middle East and for its tracing of place-name origins. There are useful bibliographies of works in many languages.

The Middle East. London: Europa Publications Limited. 1948- .

This work, revised approximately once each two years, follows closely the format of *Europa* and *Orbis* [15.2]. The data given on each individual country are patterned almost exactly on that format. Countries covered include Saudi Arabia, Cyprus, Egypt, Iraq, Iran, Israel, Jordan, Lebanon, Libya, the Sudan, Syria, and Turkey. In addition there is an introductory survey of the physical, social, and economic geography of the region, as well as summaries of the histories of each

country. A final section is a "Who's Who in the Middle East."

Owen's Pan-African & Middle East Directory. SEE Africa, above.

Palestine and Syria. Karl Baedeker. SEE 15.2 (Guidebooks).

A Selected and Annotated Bibliography of Books and Periodicals in Western Languages Dealing with the Near and Middle East, with special emphasis on modern and medieval times. Richard Ettinghausen. Washington, D.C.: Middle East Institute. 1952. 111 pp.

A selection by a group of scholars of the area of more than 1700 books, plus magazine articles, likely to be found in university and major public libraries in the U.S. and thus useful for scholarly study.

PACIFIC OCEAN AREA

SEE ALSO Asia.

Bibliography of Bibliographies of the South Pacific. Ida Leeson. New York: Oxford University Press. 1955. 71 pp.

An up-to-date guide to source materials on the Pacific region south of the Equator.

Fortress Islands of the Pacific. William Herbert Hobbs. Ann Arbor, Mich.: J. W. Edwards, Publisher, Inc. 1945. 186 pp.

Prepared for use in World War II, this work gives a brief history and description of the major islands and island groups from the Aleutians south to the New Hebrides. There are 83 maps and diagrams, plus photos, as well as a brief bibliography and index.

Geography of the Pacific. Otis W. Freeman, ed. New York: John Wiley & Sons, Inc. 573 pp.

A collection of chapters by various experts; chapters on the general geography, ethnology, and trade and communications of the area are followed by chapters on the island groups of specific regions. The coverage ranges from Australia and New Zealand north to the Aleutians and the Kuriles. The only regions not included are Indonesia and Japan. There are bibliographies and a comprehensive index, as well as maps and photographs.

Pacific Area Travel Handbook. 2d ed. Menlo Park, Calif.: Lane Publishing Co. 1955. 79 pp.

Primarily a travel guide, this book is useful for reference because it contains data hard to find elsewhere. It covers Alaska, Australia, Canada, the Fijis, Formosa, Hawaii, Hongkong, Indonesia, Japan, New Zealand, the Philippines, Singapore, Tahiti, Thailand, and the West Coast of the U.S. It gives basic information about each place in separate sections, including climate, means of travel to and from each place, travel regulations, data on food, water, hotels, languages, shopping, local transportation, points of interest, and a calendar of events. Sources of further information are given. There are photographs and rather sketchy maps.

A Pacific Bibliography [16·20] lists books dealing essentially with the ethnology of the south and central Pacific.

The Pacific Islands Handbook. Sydney, Aus.: Pacific Publications. 1944—

An annual publication of nearly 500 pages that divides the region into five sections and discusses the history, economic life, and cultural aspects of each area in considerable detail. A chronology of World War II events in the Pacific was included in the wartime editions.

Pacific Ocean Handbook. Eliot G. Mears. Stanford University, Calif.: James Ladd Delkin. 1944. 192 pp.

Describes the entire area by specific subjects, such as geology, climate, flora and fauna, etc. An index locates material on different islands. There is an appendix with tables of areas, populations, etc., and 58 maps and photographs.

The Pacific World. Fairfield Osborn. New York: W. W. Norton & Company, Inc. 1944. 218 pp.

Another topical discussion of the area, thorough and comprehensive. An index locates material on specific places.

SCANDINAVIA

SEE ALSO Europe.

Norway, Sweden, and Denmark. Karl Baedeker. SEE 15·2 (Guidebooks).

Scandinavia. Eugene Fodor. SEE 15·2 (Guidebooks).

The Scandinavian Yearbook, a comprehensive guide to commerce, industry and tourism in Denmark, Norway and Sweden. London: William Dawson, Ltd. 1952—

An annual publication compiled in Scandinavia but edited in England. It gives complete data on all phases of life, economic activity, and culture of the region, as well as data on each separate country and major towns and cities. There is a good index. A map of the area is included in a pocket.

15·4

Reference Sources on U.S. Geography

A very large percentage of the reference sources listed in this book deal with one aspect or another of life in the U.S. Thus the works listed in this section must be limited exclusively to those that deal with U.S. geography in a very general fashion. Even with these limitations, there are a large number of them. In this connection I recommend particularly that you consult Chapters 10, 11, and 12, dealing with directories, governmental sources of information, and private sources of information, respectively, since these sources often specialize in geographical information on the U.S. or its parts. Chapter 13 suggests sources of graphic geographical data. You should remember also that most of the works listed in previous sections of this chapter at least touch on the U.S. and a number treat its geography extensively.

I have divided the various sources on U.S. geography into four groups: general works; those that treat particular regions; those limited to specific states or territories; and those limited to cities or specific cities.

GENERAL WORKS

The American Guide, a source book and complete travel guide to the United States. Henry G. Alberg, ed. New York: Hastings House, Publishers, Inc. 1949. 1348 pp.

This is a sort of digest of the various separate WPA guides to the states (see States and Territories, below). Many of the detailed data in this book come from those works. This book is prefaced by general information on the U.S., including brief articles on its history, government, literature, art, architecture, music, as well as labor and the American Indians. The remainder of the book is divided

into tours through eight regions, listing the best highways and suggesting things to see en route. There are double-page regional maps, plus downtown maps of principal cities. There is a bibliography and a detailed index.

American History Atlas. New York: C. S. Hammond & Co., Inc. 1953. 36 pp.

An inexpensive work designed particularly for use by high-school and college students of U.S. history. It includes maps showing the early physical geography of America, followed by maps showing the history of exploration and settlement, warfare, political expansion, etc. There is complete coverage of each presidential election campaign from 1796 to 1952. Maps are in full color.

American History Atlas. Albert Bushnell Hart. Chicago: Denoyer-Geppert Co. 1953. 48 pp.

A student's guide to American history via detailed maps of its settlement, exploration, and political development. There are illustrations and a detailed index.

American Names, a guide to the origin of place names in the United States. Henry Gannett. Washington, D.C.: Public Affairs Press. 1947. 334 pp.

An alphabetical listing of more than 15,000 U.S. place names with their identification and location and a statement as to their origins. There is a bibliography of source materials useful in tracing origins of place names.

Atlas of American History. James Truslow Adams, ed. New York: Charles Scribner's Sons. 1943. 360 pp.

This work was designed to accompany the *Dictionary of American History* [16·216p], published by the same company. It contains 147 different maps, with a detailed index to place names appearing on the maps. In addition, the index groups together such items as roads, portages, trails, etc., thus presenting convenient lists of these things. The maps are especially useful for determining place names as they were used at particular times in U.S. history.

Atlas of the Historical Geography of the United States. Charles Oscar Paullin. Washington, D.C., and New York: Carnegie Institution of Washington and the American Geographical Society. 1932. 162 pp. and 688 maps.

The scholarly organizations sponsoring the preparation of this work planned it to be the first adequate atlas of American history. It covers various aspects of the subject from 1492 to about 1930 under various headings, such as natural environment, cartography, Indians, settlement (at various periods), population, colleges, universities, and other educational development, boundaries, political parties, industries and transportation, foreign commerce, distribution of wealth, military history, early city plans, possessions, and territories. The entire work is thoroughly indexed.

N. W. Ayer and Son's Directory of Newspapers and Periodicals [16·305], in its listings by states with their towns and cities, prefaces each such listing with basic data, given in gazetteer style, on each state and each locality.

Bibliography of County Histories of the 3111 Counties in the 48 States. Clarence Stewart Peterson. 2d ed., rev. Baltimore, Md.: The Author. 1946-1947. 126 pp. Supplements: 1950, 1955.

A unique work aimed at listing all county histories of a hundred pages or more. Supplements include more recently published works as well as previously published works overlooked in the earlier editions.

Book of the States. Chicago: The Council of State Governments. 1935- .

Issued biennially in even-numbered years, this guide to the governments and the inter-governmental relationships of the various states is essentially a directory of major state officials, state legislatures, and state judiciary systems, with discussions of constitutions and elections. Much useful data on recent legislation, taxation and finance, schools and libraries, health and welfare, highways and aviation, regulatory activities, and conservation. Bibliography and index.

Boundaries, Areas, Geographic Centers and Altitudes of the United States. Edward M. Douglas. 2d ed. Washington, D.C.: Government Printing Office. 1930. 265 pp.

An authoritative guide prepared under the direction of the U.S. Geological Survey complete with maps.

Catalog of United States Census Publications, 1790-1945. Henry J. Dubester. Washington, D.C.: Government Printing Office. 1950. 320 pp.

Prepared by the Census Library Project of the Library of Congress, this work lists all publications connected with the various decennial censuses as well as other special census publications. It is supplemented by the quarterly *Census Publications* (title since 1952) and the *Monthly Supplement, Catalog of U.S. Census Publications*. These works constitute guides to government publications in all phases of census taking, industry, agriculture, etc., as well as vital statistics.

County and City Data Book. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office. 1952. 500 pp.

A supplement to the *Statistical Abstract of the United States* (see below), this work gives latest population figures and other statistics as of 1949 for the various counties and about 400 major U.S. cities.

Dictionary of American History [16:216p] contains a number of entries under place names connected with U.S. history as well as brief histories of the various states and territories, former territories, etc. Other geographical data can be found under subject headings and through the index.

Directory of Post Offices [16:343] was until 1955 published as the *U.S. Official Postal Guide*. The postal information contained in the latter publication now appears in the *Postal Manual* [16:343]. The directory consists now exclusively of a list of post offices alphabetically by states with their counties and a list of post offices that have been discontinued or whose names have been changed. The directory is published in a loose-leaf binder to permit ready insertion of revised pages. The lists of army, navy, and air bases formerly published separately in the *Official Postal Guide* have now been discontinued with such bases listed among the regular state lists of post offices.

Editor & Publisher Market Guide. New York: Editor & Publisher Co., Inc. 1924- .

This annual publication, though designed essentially for the use of newspaper publishers and advertisers, constitutes one of the best geographical dictionaries available in constantly revised form on most towns and cities of the U.S. and Canada. Its chief limitation is that it includes only those towns and cities where daily newspapers are published. However, this includes almost all

localities of any size. The guide is organized by states and territories, with separate city entries listed thereunder. Canadian towns are listed alphabetically at the back of the book. Each city entry includes such data as location, market area, economic characterization, transportation, population, housing, banks, auto registration, numbers of electric and gas meters and telephones, principal industries with number of wage earners and average weekly pay, colleges and universities, climate, water, agriculture, mining, retailing, with location of shopping centers, names of chief stores, and other data, retail sales figures, names of newspapers with circulations. Each state entry is accompanied by a market-guide map. A supplement includes marketing data for each state.

Goushá American Highway Atlas. New York: Simon and Schuster, Inc. 1956- .

This publication of about 100 pages is scheduled to be published in a new revised edition each year. It is prepared by the H. M. Goushá Company, publishers of the majority of road maps furnished by filling stations; the full-color maps in this atlas greatly resemble the filling-station maps in style. There are maps of each state, each Canadian province, and Mexico, with mileage charts. Maps of 61 major cities and of each U.S. and Canadian national park are inset with the appropriate state or provincial maps. Indexes to the maps, with populations of towns and cities, accompany each map on the same or an adjacent page.

Guide to America. Elmer Jenkins. Rev. ed. Washington, D.C.: Public Affairs Press. 1953. 734 pp.

Essentially a sight-seeing guide to the United States, this book is organized alphabetically by states. With each state section is a map showing points of interest and a brief statement of general facts about the state. This is followed by a listing of state and national parks and other recreation spots in each state and an alphabetical listing of points of interest by the cities or towns in which they are located. There is no index. One of the best reference uses of this book is to find out about small local museums and other such institutions not listed in other sources.

Hammond's Nature Atlas of America [16:300] contains a variety of useful maps showing the localities where various varieties of plants and animals may be found in the

U.S. and southern Canada as well as sectional maps locating national parks and forests, wildlife preserves and other vantage points for nature study, and natural distribution maps.

Hammond's Pictorial Travel Atlas of Scenic America. Emil L. Jordan. New York: C. S. Hammond & Co., Inc. 1955. 256 pp.

A guide to sight-seeing in the U.S. and Canada. There are six sectional maps with trip guides to outstanding points of interest in each section, with insert maps of special areas. Photographs, including about 220 in full color, illustrate both cities and such scenic areas as national parks, forests, and monuments. There is travel information on air, railways, bus, and highway travel, a list of regional specialties in foods, and description of the accommodations in U.S. and Canadian national parks. There is also a sight-seeing gazetteer of the states and of Canadian provinces, with addresses of where to write for travel information on each area. The entire work is indexed.

Hammond's Sports Atlas of America [16·420] contains maps of the principal regions of the U.S. and Canada noted for hunting, fishing, and other outdoor sports.

Historical Atlas of the United States. Clifford L. and Elizabeth Lord. Rev. ed. New York: Henry Holt and Company, Inc. 1953. 256 pp.

A comprehensive guide to American history through more than 300 maps, mostly black-and-white. These are arranged by periods but cover a variety of subjects in each period, such as population growth, warfare, education, transportation, suffrage, agriculture, mining, industries, conservation, etc. Appendixes include population tables, results of presidential elections, immigration, commerce, and other subjects. The index covers both subjects and place names.

Historical Statistics of the United States, 1789-1945. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office. 1949. 363 pp. Supplement: 1952; 79 pp.

A summary of political, social, economic, and vital statistics on the U.S. patterned after the *Statistical Abstract* (see below). The supplement brought figures up to date through 1949; further supplements are to be expected.

A Jewish Tourist's Guide to the United States. Bernard Postal and Lionel Koppman. Philadelphia: Jewish Publication Society of America. 1954. 705 pp.

Organized by individual cities and towns, this guide lists Jewish clubs and organizations, synagogues, cemeteries, and points of interest described in terms of Jewish associations with them. There is much biographical data and details on the history of various Jewish institutions.

Know Your USA. Chicago: Rand McNally & Company. 1954. 72 pp.

Adapted from George E. Ross's *Know Your U.S.A.* (1952), this work presents in pictorial fashion the basic facts about each state: nickname, outline map, date of entrance into the Union, boundaries, largest cities, population, time zone, state song, bird, flower, seal, and motto, origin of name, dates of discovery and settlement, area and location, elevation, and capital. The territories are included.

Moody's Governments [16·339], a constantly revised publication on a service basis, includes basic data on the Federal government, the state governments, and governments of counties, cities, townships, towns, and villages of the U.S., with area and population data and various economic and business information. New developments in these fields are recorded in twice-a-week supplements.

Population and Its Distribution [16·270], compiled by J. Walter Thompson Company, analyzes the results of the 1950 U.S. census from the marketing point of view, adding considerably to the understanding of these statistics.

Rand McNally Handy Railroad Atlas of the United States. Rev. ed. Chicago: Rand McNally & Company. 1952. 48 pp.

Includes black-and-white maps of the U.S. and the separate states which show rail lines, the towns located on them, and the distances between each town or city.

Rand McNally Road Atlas. Chicago: Rand McNally & Company. 1926- .

This annually revised publication has become accepted as the standard highway atlas of the U.S., Canada, and Mexico. It includes two-color highway maps of the U.S., of each state and Canadian province separately, and of Mexico. There are also maps of major

national parks and of nearly 150 large cities. There are U.S. and state mileage charts, a mileage map, and driving-time chart, as well as a chart containing motor, fishing, and hunting data for each state. The map indexes inserted with state and provincial maps include latest population figures. The 1957 edition introduced a U.S. turnpike map.

Rand McNally's Pioneer Atlas of the American West. Dale Lowell Morgan. Chicago: Rand McNally & Company. 1956. 51 pp. plus maps.

A reproduction of the maps and map indexes from Rand McNally's 1876 business atlas of the Western United States. There is an accompanying text, illustrated with railroad maps, travel literature, and other contemporary material.

Rand McNally Vacation Guide. Chicago: Rand McNally & Company. 1955. 160 pp.

A guide to 43 major vacation areas in the U.S. and Canada, with maps and photographs. It contains information on routes, things to see, sports and special events, as well as general articles on traveling, amateur photography, safety, etc.

State Names, Flags, Seals, Songs, Birds, Flowers, and Other Symbols. George E. Shankle. 3d rev. ed. New York: The H. W. Wilson Company. 1941. 524 pp.

"A study based on historical documents giving the origin and significance of the state names, nicknames, mottoes, seals, flags, flowers, birds, songs, and descriptive comments on the capitol buildings and on some of the leading state histories, with facsimiles of the state flags and seals."

Statistical Abstract of the United States. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office. 1878- .

An annual amalgamation of the principal statistical information that agencies of the Federal government produce on various political, social, economic, and other aspects of U.S. affairs. Most tables go back to a period of about 20 years before publication date, although some refer back much farther. This is the starting point for gathering any U.S. statistics, not only because the material is all collected here but also because most tables give their sources, enabling the student who wants more detailed data to locate the proper sources for them.

United States of America. F. G. Alletson Cooke. New York: The Macmillan Company. 1953. 90 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

United States Official Postal Guide. SEE *Directory of Post Offices* (above).

REGIONAL SOURCES

The American Southwest, a guide to the wide open spaces. Natt N. Dodge. New York: Simon and Schuster, Inc. 1955. 160 pp.

A chatty guide to the Southwest, with a detailed index.

"American Travel Series." Andrew Hepburn, ed. Boston: Houghton Mifflin Company. 1954- .

A series of guidebooks for the tourist to various regions of the U.S. By 1956, the series included six volumes, covering Florida, New England, California, the New York City region, Washington, D.C. and its environs, and Chicago and nearby regions. Each volume contains basic information of interest to the tourist, such as a directory of hotels and restaurants, information on sports and other recreation, etc. There is also basic information on cities, including sight-seeing data. Individual volumes also include special features appropriate to the region covered, such as information on retirement possibilities in the Florida and California volumes. All volumes are well illustrated with photos and maps. Each volume is about 160 to 175 pages long.

Blue Book of Southern Progress. Baltimore, Md.: Manufacturers Record Publishing Co. 1947- .

An annual résumé, primarily in statistics, of the economy, manufacturing, mining, agriculture, and trade of the 16 Southern states. There is also a statistical survey of production in the whole U.S. by regions. Each edition is indexed.

Exploring Our National Parks and Monuments [16·297] describes each national park and monument in detail with a good bibliography and index.

Guide to Life and Literature of the Southwest. J. Frank Dobie. Rev. and enl. ed. Dallas, Tex.: Southern Methodist University Press. 1952. 222 pp.

Consists of sections discussing briefly various aspects of life and literature of the Southwest followed by detailed bibliographies. Dobie's style makes this a most unusual bibliography; it is fun to read as well as a most useful research tool. There are a number of drawings.

New England Excursion Guidebook. John H. Thompson and Edward C. Higbee. Washington, D.C.: International Geographical Union. 155 pp.

A guide to the cultural and physical geography of New England, discussing in particular changes in farm land use, highway development, and industrial growth. There are maps and photos.

Southeastern Excursion Guidebook. Eugene Mather and J. Fraser Hart. Washington, D.C.: International Geographical Union. 135 pp.

A guide for the professional geographer to the cultural, industrial, agricultural, and physical geographical features of the Southeastern states.

Today's South. Southern Newspaper Publisher's Association. New York: Editor & Publisher Co., Inc. 1953. 236 pp.

A "research-reference work, tracing the growth factors in every state and every important industry in the 14-state SNPA territory." There are separate sections on each state and on each industry handled areawise. There are many statistical tables, but no index.

Transcontinental Excursion Guidebook. William E. Powers, Richard F. Logan, and others. Washington, D.C.: International Geographical Union. 274 pp.

Despite its title, this book is limited to a professional geographer's view of the physiography, land use, settlement, agriculture, and industry of selected areas in the western half of the U.S., from the Great Plains to the Pacific Coast. There are discussions of various important cities, national parks, and other special features. There are maps, diagrams, and photographs.

STATES AND TERRITORIES

Almost all of the works listed below fall into one of three classifications: The first is that of the "Blue Books," "Legislative Manuals," or similar publications put out officially by the governments of the

various states. They are indicated as such in the listings below by the fact that the state is listed as the publisher. These publications, which usually appear annually or biennially, differ somewhat in their contents, as is to be expected. But most of them contain such basic information as the organization of the state governments, the names of the chief officials of the executive, legislative, and judicial branches of the government, plus other data of an economic and social nature. These can normally be purchased directly from the state governments concerned.

The second group of books is what has come to be known as the "American Guide Series," listed in the *Cumulative Book Index* under "Writers' Program" because the series was prepared under the Federal Writers' Program of the WPA during the depression of the 1930s. Most of the books in the series appeared originally in the late 1930s. Since that time, various volumes have passed into the hands of private publishers, who have been bringing out new printings, partial revisions, and occasional complete revisions of the books. The series covers all the states, the District of Columbia (under Washington, D.C.), Alaska, and Puerto Rico. An allied series covers certain cities.

Though each volume is now of varying vintage, each covers approximately the same ground in much the same format. There is general information and a calendar of events at the beginning. Part I contains a contemporary description and articles on natural setting, resources and conservation, archaeology and Indians, history, government, transportation, agriculture, industry, commerce and labor, recreation, religion, education, newspapers and radio (TV in some new editions), folklore and folkways, architecture, literature, the theater, music, handicrafts, and painting. Part II consists of detailed descriptions of major towns. Part III takes the reader on tours, by highway, through the state, describing sights to be seen en route, giving capsule histories of towns and villages along the way, and other data. Part IV includes a chronology of state history, a bibliography, and an index. Each volume is illustrated

with tour maps (revision of these constitutes the only revision in some volumes) and a large number of photographs. The authority and accuracy of each volume vary with the abilities of the various writers and editors involved; generally speaking, however, the rating is fairly high.

A new state series is "The American Commonwealth Series," published by Thomas Y. Crowell Company of New York. To date, only a few volumes have appeared. Each deals with the state and major local governments and their administration. In the process, many data are given on state history, politics, economy, manufacturing and agriculture, social welfare, and problems. There are useful bibliographies.

Where any of the books listed below belongs to one of these three groups, this fact is indicated and the book is not further described. It should be remembered that various agencies of many state governments also publish descriptive material on the state's economy or designed to encourage the state's tourist industry. I have not listed any of these publications here because they are largely ephemeral in interest. For guides to obtaining these publications, see Chapter 12.

Alabama

Alabama, a guide to the deep South. New York: Hastings House, Publishers, Inc. 1949. 442 pp.

"American Guide Series"; partially revised edition.

Alabama Official and Statistical Register. Montgomery: State of Alabama.

Alaska

Alaska, 1741-1953. Clarence Hulley. Portland, Ore.: Binfords & Mort, Publishers. 1953. 413 pp.

A comprehensive history of the territory with considerable geographical detail. There are maps and photographs.

Alaska Today. B. W. Denison. Rev. ed. Caldwell, Idaho: Caxton Printers, Ltd. 1950. 374 pp.

Description of contemporary Alaska, designed especially for tourists and prospective

settlers in Alaska. The book describes the Alaskan people, cost of living, transportation and communications, farming, wildlife, fur farms, mining, forestry, housing, schools, and government. Many illustrations, including photographs and maps. The book contains a good index.

Guide to Alaska. Merle Colby. New York: The Macmillan Company. 1950. 427 pp.

"American Guide Series"; partially revised edition.

Tewkesbury's Who's Who in Alaska and Alaska Business Index [14·3] contains some directory-type data on Alaska as well as bibliographies.

Arizona

Arizona, a guide to the Grand Canyon State. New York: Hastings House, Publishers, Inc. 1956. 532 pp.

A completely revised edition in the "American Guide Series."

Arkansas

Arkansas, a guide to the state. New York: Hastings House, Publishers, Inc. 1941. 447 pp.

Original edition in the "American Guide Series."

California

California, a guide to the Golden State. New York: Hastings House, Publishers, Inc. 1954. 716 pp.

Only route maps revised in this "American Guide Series" edition.

California, the state and its government. A. A. Gray. New York: Oxford Book Company, Inc. 1950. 124 pp.

A descriptive handbook of the state with many illustrations and a fair index.

California Local History, a centennial bibliography. Ethel Blumann and Mabel W. Thomas. Stanford, Calif.: Stanford University Press. 1950. 576 pp.

A comprehensive annotated guide to sources of material on California state and local history. Prepared under the direction of the Committee on Local History of the California Library Association.

California Place Names, a geographical dictionary. Erwin G. Gudde. Berkeley, Calif.: University of California Press. 1949. 432 pp.

A comprehensive gazetteer of the state, useful also for studies of origins of place names. Some state history is also included.

One Thousand California Place Names, their origin and meaning. Erwin G. Gudde. 2d ed. Berkeley, Calif.: University of California Press. 1949. 96 pp.

The basic etymological data included in the publication cited above.

Colorado

Colorado, a guide to the highest state. New York: Hastings House, Publishers, Inc. 1941. 511 pp.

Maps only revised in this "American Guide Series" volume.

Ghost Towns of Colorado. New York: Hastings House, Publishers, Inc. 1947. 114 pp.

One of the special volumes prepared in the "American Guide Series," contains substantially the same data on this aspect of Colorado as appear in the guide to the whole state.

Connecticut

Connecticut, a guide to its roads, lore, and people. Boston: Houghton Mifflin Company. 1938. 593 pp.

An as yet unrevised volume in the "American Guide Series."

Connecticut Register and Manual. Hartford, Conn.: Secretary of State, State of Connecticut.

Delaware

Delaware, a guide to the first state. New York: Hastings House, Publishers, Inc. 1955. 562 pp.

Completely revised volume in the "American Guide Series."

The Government and Administration of Delaware. Paul Dolan. New York: Thomas Y. Crowell Company. 1956. 396 pp.

One of the volumes in the "American Commonwealth Series."

Florida

Florida: Report of the Secretary of State. Tallahassee: State of Florida.

Florida, a guide to the southernmost state. New York: Oxford University Press. 1946. 624 pp.

A partly revised volume in the "American Guide Series."

The Government and Administration of Florida. Wilson K. Doyle. New York: Thomas Y. Crowell Company. 1954. 444 pp.

One of the volumes in the "American Commonwealth Series."

Georgia

Georgia, a guide to its towns and countryside. Atlanta: Tupper and Love, Publisher. 1954. 480 pp.

A completely revised volume in the "American Guide Series."

Georgia's Official Register. Atlanta: State of Georgia.

Hawaii

All About Hawaii. Moray Epstein, ed. Honolulu: *Honolulu Star-Bulletin*. 1875- .

An annual publication, this formerly was published as *Thrum's Hawaiian Annual and Standard Guide*. Present editions, of about 350 pages, contain general information on the islands as a whole and each of the main islands separately; a history; data on schools; all types of statistical information; industrial information; data on the armed forces; guides to the language including an Hawaiian-English, English-Hawaiian dictionary; a list of Hawaiian names; a governmental and organizational directory; and a review of events in the island for the previous year. The work is indexed and carries many photographs, maps, and diagrams.

All the Best in Hawaii. SEE 15·2 (Guide-books).

Idaho

Idaho, a guide in word and picture. New York: Oxford University Press. 1950. 346 pp.

A second edition of this volume in the "American Guide Series."

Illinois

Illinois, a descriptive and historical guide. Chicago: A. C. McClurg & Co. 1947. 707 pp.

An extensively revised volume of the "American Guide Series."

Illinois Blue Book. Springfield: Secretary of State, State of Illinois.

Indiana

Indiana, a guide to the Hoosier State. New York: Oxford University Press. 1941. 548 pp.

An original edition in the "American Guide Series."

Iowa

Iowa, a guide to the Hawkeye State. New York: Hastings House, Publishers, Inc. 1949. 583 pp.

A partly revised volume in the "American Guide Series."

Official Register. Des Moines: State of Iowa.

Kansas

Directory and Interesting Facts of Kansas. Topeka: Secretary of State, Kansas.

Kansas, a guide to the Sunflower State. New York: Hastings House, Publishers, Inc. 1949. 538 pp.

A partly revised volume in the "American Guide Series."

Kentucky

Kentucky, a guide to the Bluegrass State. New York: Hastings House, Publishers, Inc. 1954. 492 pp.

Maps only revised in this volume of the "American Guide Series."

Louisiana

Louisiana, a guide to the state. New York: Hastings House, Publishers, Inc. 1947. 746 pp.

A partly revised volume in the "American Guide Series."

Louisiana Almanac and Fact Book. Stuart D. Landry, ed. New Orleans: Louisiana Almanac and Fact Book, Inc. 1947-

A biennial publication, this handbook contains all sorts of historical, geographical, cultural, and economic data on the state. A useful guide to tourists, it also contains much material of the directory type.

Maine

Maine, a guide "Down East." Boston: Houghton Mifflin Company. 1937. 476 pp.

An unrevised volume in the "American Guide Series."

Maine Place Names, and the peopling of its towns. Ava H. Chadbourne. Portland, Me.: The Bond Wheelwright Company. 1955. 540 pp.

A comprehensive coverage of the origins of the names of Maine's cities and towns, with a strong dose of local history.

Maryland

Maryland, a guide to the Old Line State. New York: Oxford University Press. 1946. 489 pp.

A partly revised volume in the "American Guide Series."

Maryland Manual. Annapolis: State of Maryland.

Maryland Today, the state, the people, the government. Harry Bard. New York: Oxford Book Company, Inc. 1953. 188 pp.

An illustrated descriptive handbook of the state, with index.

Massachusetts

The Berkshire Hills. New York: Hastings House, Publishers, Inc. 1956(?).

One of the special volumes in the "American Guide Series," first published in 368 pages in 1939, scheduled for publication in a complete revision in 1956.

Massachusetts, a guide to its places and people. Boston: Houghton Mifflin Company. 1937. 675 pp.

An unrevised volume in the "American Guide Series."

Michigan

Michigan, a guide to the Wolverine State. New York: Oxford University Press. 1946. 718 pp.

A slightly revised volume in the "American Guide Series."

Michigan: Official Directory and Legislative Manual. Lansing: State of Michigan.

Minnesota

Minnesota, a state guide. New York: Hastings House, Publishers, Inc. 1954. 545 pp.

Revised maps only in this new edition of an "American Guide Series" volume.

The Minnesota Arrowhead Country. Chicago: Albert Whitman & Company. 1941. 231 pp.

One of the special volumes in the "American Guide Series," covering perhaps the most interesting section of Minnesota for the tourist.

Mississippi

The Government and Administration of Mississippi. Robert B. Highsaw. New York: Thomas Y. Crowell Company. 1954. 414 pp.

One of the volumes in the "American Commonwealth Series."

Mississippi, a guide to the Magnolia State. New York: Hastings House, Publishers, Inc. 1946. 545 pp.

A partly revised volume in the "American Guide Series."

Mississippi: Official and Statistical Register. Jackson: Secretary of State, State of Mississippi.

Missouri

Missouri: A guide to the "Show Me" State. New York: Hastings House, Publishers, Inc. 1954. 654 pp.

Maps only revised in this volume in the "American Guide Series."

Missouri: Official Manual. Jefferson City: Secretary of State, State of Missouri.

Montana

Montana, a state guide book. New York: Hastings House, Publishers, Inc. 1941. 430 pp.

A partly revised volume in the "American Guide Series."

Nebraska

Nebraska, a guide to the Cornhusker State. New York: Hastings House, Publishers, Inc. 1939. 424 pp.

An unrevised volume in the "American Guide Series."

Nebraska Blue Book. Lincoln: State of Nebraska.

Nevada

Nevada, a guide to the Silver State. Portland, Ore.: Binfords & Mort, Publishers. 1940. 315 pp.

An unrevised volume in the "American Guide Series."

New Hampshire

Manual for the General Court. Concord: State of New Hampshire.

New Hampshire, a guide to the Granite State. Boston: Houghton Mifflin Company. 1938. 559 pp.

An unrevised volume in the "American Guide Series."

New Jersey

New Jersey, a guide to its present and past. New York: Hastings House, Publishers, Inc. 1955. 735 pp.

Revised maps only in this volume of the "American Guide Series."

New Mexico

New Mexico, a guide to the colorful state. New York: Hastings House, Publishers, Inc. 1954. 471 pp.

Completely revised volume in the "American Guide Series."

New York

The Government and Administration of New York. Lynton Caldwell. New York: Thomas Y. Crowell Company. 1954. 506 pp.

One of the volumes in the "American Commonwealth Series."

Legislative Manual. Albany: State of New York.

New York, a guide to the Empire State. New York: Oxford University Press. 1946. 782 pp.

A slightly revised edition of this volume in the "American Guide Series."

North Carolina

North Carolina Almanac and State Industrial Guide. Raleigh, N.C.: Almanac Publishing Co.

A biennially published collection of all kinds of data and directory-type information on the state.

The North Carolina Guide. Chapel Hill: University of North Carolina Press. 1955. 656 pp.

A completely revised edition of an "American Guide Series" volume, with the addition of 14 city maps.

North Carolina Manual. Raleigh, N.C.: State of North Carolina.

North Carolina, the state and its government.

Paul W. Wager. New York: Oxford Book Company, Inc. 1947. 124 pp.

A comprehensive handbook to the state.

North Dakota

North Dakota, a guide to the northern prairie state. New York: Oxford University Press. 1950. 371 pp.

A partly revised volume in the "American Guide Series."

Ohio

The Government and Administration of Ohio. Francis Robert Aumann and Harvey Walker. New York: Thomas Y. Crowell Company. 1956. 503 pp.

One of the volumes in the "American Commonwealth Series."

Official Roster. Columbus: State of Ohio.

Ohio: A guide. New York: Oxford University Press. 1952. 634 pp.

A partly revised volume in the "American Guide Series."

Ohio, the state and its government. James P. Griffith. New York: Oxford Book Company, Inc. 1953. 123 pp.

A comprehensive guide to the state.

Oklahoma

Oklahoma, a guide to the Sooner State. Norman, Okla.: University of Oklahoma Press. 1947. 445 pp.

A partly revised edition in the "American Guide Series."

Oregon

Oregon, end of the trail. Portland, Ore.: Binford & Mort, Publishers. 1951. 549 pp.

A partly revised volume in the "American Guide Series."

Oregon Blue Book. Salem, Ore.: Secretary of State, State of Oregon.

Oregon Geographic Names. Lewis A. McArthur. 3d ed., rev. and enl. Portland, Ore.: Binford & Mort, Publishers. 1952. 750 pp.

An analysis of the origins of Oregon place names, given in comprehensive form, with a considerable amount of state history.

Pennsylvania

Pennsylvania, a guide to the Keystone State. New York: Oxford University Press. 1940. 692 pp.

An unrevised volume in the "American Guide Series."

The Pennsylvania Manual. Harrisburg: State of Pennsylvania.

Puerto Rico

Puerto Rico, a guide to the island of Borinquén. San Juan: University Society. 1940. 409 pp.

An unrevised volume in the "American Guide Series."

Rhode Island

Manual. Providence: State of Rhode Island.

Rhode Island, a guide to the smallest state. Boston: Houghton Mifflin Company. 1937. 500 pp.

An unrevised volume in the "American Guide Series."

South Carolina

Bibliography of South Carolina, 1563-1950. Robert J. Turnbull. Charlottesville, Va.: University of Virginia Press. 1956- . 6 vols.

An annotated listing of source materials pertaining in their entirety or in part to South Carolina and its history. The arrangement is chronological.

South Carolina, a guide to the Palmetto State. New York: Oxford University Press. 1946. 514 pp.

A partly revised volume in the "American Guide Series."

South Carolina Legislative Manual. Columbia, S.C.: State of South Carolina.

South Dakota

South Dakota, a guide to the state. New York: Hastings House, Publishers, Inc. 1952. 421 pp.

A completely revised volume in the "American Guide Series."

Tennessee

Tennessee, a guide to the state. New York: Hastings House, Publishers, Inc. 1949. 559 pp.

A partly revised volume in the "American Guide Series."

Tennessee Blue Book. Nashville: Secretary of State, State of Tennessee.

Texas

Bibliography of Texas, 1795-1845. Thomas W. Streeter. Cambridge, Mass.: Harvard University Press. 1956- . 3 parts.

An exhaustive survey of books published about Texas during the period covered. Part I lists books published in Texas and relating directly to Texas. Part II lists material on Texas published in Mexico during the period. Part III treats works on Texas published elsewhere in the U.S. and in Europe. Listings are extensively annotated; many rare items are included and copies of them located.

Handbook of Texas. Walter Prescott Webb, ed. Austin, Tex.: Texas State Historical Association. 1952. 2 vols.

A 953-page encyclopedia of Texas with alphabetically arranged entries, including towns and cities, historical events, personages, and other subjects pertinent to the state's history and development.

Texas, a guide to the Lone Star State. New York: Hastings House, Publishers, Inc. 1955. 718 pp.

Maps only revised in this volume of the "American Guide Series."

Texas Almanac and State Industrial Guide. Dallas, Tex.: *Dallas Morning News*. 1857- .

A biennially published guide to all kinds of data about Texas, including historical, geographical, economic, and cultural information, as well as directories of officials and organizations. There are line maps of each county and other economic and agricultural maps as well as a folded highway map inserted into the cover.

Utah

Utah, a guide to the state. New York: Hastings House, Publishers, Inc. 1954. 595 pp.

Revised maps appear in this edition of an "American Guide Series" volume.

Utah, the state and its government. Charles P. Schleicher. New York: Oxford Book Company, Inc. 1943. 124 pp.

A brief but comprehensive guide to the state.

Vermont

Legislative Directory and State Manual. Montpelier, Vt.: State of Vermont.

Vermont, a guide to the Green Mountain State. Boston: Houghton Mifflin Company. 1937. 392 pp.

An unrevised volume in the "American Guide Series."

Virginia

Virginia, a guide to the Old Dominion. New York: Oxford University Press. 1940. 710 pp.

An unrevised volume in the "American Guide Series."

Washington

The New Washington, a guide to the Evergreen State. Portland, Ore.: Binfords & Mort, Publishers. 1950. 687 pp.

A partly revised volume in the "American Guide Series."

West Virginia

West Virginia, a guide to the Mountain State. New York: Oxford University Press. 1941. 559 pp.

An unrevised volume in the "American Guide Series."

West Virginia Blue Book. Charleston, W.Va.: State of West Virginia.

Wisconsin

Wisconsin, a guide to the Badger State. New York: Hastings House, Publishers, Inc. 1954. 651 pp.

Maps only are revised in this volume in the "American Guide Series."

Wisconsin Blue Book. Madison: State of Wisconsin.

Wyoming

The Government and Administration of Wyoming. Herman H. Trachsel. New York: Thomas Y. Crowell Company. 1953. 381 pp.

One of the volumes in the "American Commonwealth Series."

Wyoming, a guide to its history, highways and people. New York: Oxford University Press. 1946. 518 pp.

A partly revised edition in the "American Guide Series."

CITIES

Sources on the cities of the U.S. are grouped as dealing with cities in general and as treating specific cities. Each of the latter not otherwise described was written as part of the "American Guide Series" and is similar in format to the state guides of that series with, of course, far greater detail on the specific city covered.

General sources

Cities of America. George Sessions Perry. New York: McGraw-Hill Book Company, Inc. 1947. 287 pp.

Reprints of a *Saturday Evening Post* series of articles on 22 different major U.S. cities. There is a bibliography and index.

County and City Data Book. SEE 14·4 above (General Sources).

Hammond's City Street Map Atlas and Trip Guide. New York: C. S. Hammond & Co., Inc. 1951. 208 pp.

A handy pocket-sized volume designed primarily for the motorist, it contains maps of 78 principal U.S. cities' downtown sections, with the best highway routes through these sections clearly marked. There are also 28 pages of road, railroad, and airline maps of the U.S. and 16 pages of world maps in color. For each city (maps are arranged in alphabetical order), populations, names of airlines, railways, and bus lines that serve the city, and names of principal hotels, stores, amusement centers, etc., are given. There is space for making personal notes on each city.

Industrial Cities Excursion Guidebook. Harold M. Mayer, Allen K. Philbrick, and others. Washington, D.C.: International Geographic Union. 115 pp.

A professional geographer's view of Chicago, Detroit, Pittsburgh, and Buffalo, with emphasis on industry and transportation through the industrial area.

Municipal Year Book. Chicago: International City Manager's Association. 1934-

A highly useful annual publication of nearly 600 pages that gives extensive data on the various governmental units of American towns and cities, data on municipal personnel and personnel policies, municipal finances,

and municipal activities of all kinds, both practical and cultural. There is also a directory of municipal governmental personnel of major cities. Extensive bibliographies are appended to many of the sections and there is a detailed index.

Nicknames of American Cities, Towns, and Villages. Gerard L. Alexander. New York: Special Libraries Association. 1951. 74 pp.

Nicknames are first given alphabetically by cities under the various states. They are then listed alphabetically by nicknames. There is a bibliography of general source materials.

Specific cities

"American Travel Series" includes volumes on New York City, Washington, D.C., and Chicago. SEE 15·4 (General Sources).

Atlanta: Capital of the South. Paul W. Miller, ed. New York: Oliver Durrell, Inc. 1949. 318 pp.

Herb Caen's Guide to San Francisco. Herb Caen. Garden City, N.Y.: Doubleday & Company, Inc. 1956. 225 pp.

A guide to things to see and do in San Francisco with annotated lists of one of the city's chief attractions, its good restaurants. There are photographs and maps.

Key West. 2d ed. New York: Hastings House, Publishers, Inc. 1950. 122 pp.

Los Angeles. Comp. rev. ed. New York: Hastings House, Publishers, Inc. 1951. 544 pp.

Morgan Beatty's Your Nation's Capital. Morgan Beatty. New York: Farrar, Straus and Cudahy, Inc. 1956. 246 pp.

An abridgment and complete revision of the *Washington, D.C.* volume in the "American Guide Series" (see below). There are numerous photos and maps.

New Orleans. Robert Tallant, ed. Rev. ed. Boston: Houghton Mifflin Company. 1952. 416 pp.

New York City Guide. New York: Random House, Inc. 1939. 708 pp.

New York City Guide and Almanac. New York: New York University Press. 1957. 512 pp.

An up-to-date and comprehensive guide to the New York metropolitan area, covering the city's history, government, sights, and

chief features. There is considerable statistical data. Illustrations include photos and 134 maps.

San Francisco: The Bay and Its Cities. New York: Hastings House, Publishers, Inc. 1947. 531 pp.

Santa Barbara, a guide to the Channel City and its environs. New York: Hastings House, Publishers, Inc. 1941.

Washington, D.C., a guide to the nation's capital. New York: Hastings House, Publishers, Inc. 1942. 528 pp.

15·5

Geographic Reference Sources on Specific Countries

The following material lists many of the best available and generally up-to-date reference works dealing with specific countries, usually only one but sometimes two or more adjacent nations. Not all countries appear on this list, simply because no useful sources dealing specifically with them have been found. This, of course, does not mean that no information at all exists on them. On the contrary, virtually all of them are well covered in sources that deal with several countries, large regions, or continents. If you do not find the country that interests you listed below, you should consult 15·3 for sources covering the region in which the country is located. You will note that few of the countries of Latin America, Asia, and Africa are listed specifically below. Nearly all of these are covered adequately in one of the regional sources.

Additional information on many countries may be secured from embassies, consulates, foreign information bureaus, and travel agencies in the United States. Guides to locating such sources are listed in Chapter 12.

Many of the books listed below are parts of the guidebook series or of the two other series—"Lands and Peoples" and "United Nations"—cited in 15·2 (Guidebooks and Other Sources). In such cases, I have merely given the title and made the proper cross reference.

AUSTRALIA

Australia. G. O. and J. F. Cairns. New York: The Macmillan Company. 1954. 90 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

Australia. C. Hartley Grattan, ed. Berkeley: University of California Press. 1947. 444 pp.

"United Nations Series." SEE 15·2 (Other Sources).

Bibliography of Australia. John A. Ferguson. Sydney: Angus and Robertson, Ltd. 1940- . 5 vols.

Several thousand sources dealing with all aspects of Australian geography and history are listed chronologically by date of publication. There is an alphabetical index in addition. Locations of sources held in ten Australian libraries and the British Museum are given.

Official Yearbook of the Commonwealth of Australia. Bureau of Census and Statistics. Canberra: Commonwealth of Australia. 1908- .

An annual compilation of political, demographic, cultural, and economic data on Australia.

AUSTRIA

All the Best in Germany and Austria. SEE 15·2 (Guidebooks).

Austria. Tyrol and the Dolomites. Karl Baedeker. SEE 15·2 (Guidebooks).

Austria. Eugene Fodor. SEE 15·2 (Guidebooks).

Austria ("Pocket Travel Guides" series). Doré Ogrizek. SEE 15·2 (Guidebooks).

Statistisches Handbuch für die Republik Österreich. Vienna: Statistisches Zentralamt. 1950- .

An annually published government compilation of all sorts of statistical data on Austrian political, economic, and cultural life.

BELGIUM

Belgium. G. M. Ashby. New York: The Macmillan Company. 1955. 90 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

Belgium. Jan-Albert Goris, ed. Berkeley: University of California Press. 1945. 478 pp.

"United Nations Series." SEE 15·2 (Other Sources).

Belgium and Holland. Karl Baedeker. SEE 15·2 (Guidebooks).

Belgium and Luxemburg ("World-in-Color Series") Doré Ogrizek. SEE 15·2 (Guidebooks).

Benelux. Eugene Fodor. SEE 15·2 (Guidebooks).

BERMUDA

Bermuda Holiday, a guide book. Mary Johnson Tweedy. New rev. ed. New York: Crown Publishers, Inc. 1953. 162 pp.

A brief guide to the island, emphasizing tourist data but also discussing Bermuda's history and social life. There are maps and many photographs.

BRAZIL

Brazil. Lawrence F. Hill, ed. Berkeley: University of California Press. 1947. 394 pp.

"United Nations Series." SEE 15·2 (Other Sources).

Brazil: People and Institutions. T. Lynn Smith. Rev. ed. Baton Rouge: Louisiana State University Press. 1954. 732 pp.

An authoritative guide to Brazilian demography, living conditions, social institutions, cultural life, and general problems, complete with detailed statistical data. The new revision incorporates the latest census figures. A bibliography and an index add to its usefulness.

Brazilian Information Handbook. Conrad Rostan Wrzos. New York: Greenberg: Publisher, Inc. 1954- .

This annual publication contains general data about Brazil considered to be of especial interest to tourists and businessmen from the U.S.

BURMA

SEE India.

CAMBODIA

SEE Indochina.

CANADA

Business Year Book. M. Hamilton, ed. Montreal, Maclean-Hunter Publishing Co., Ltd. 1926- .

An annual market survey of the latest statistics of Canadian provinces, cities, and towns, with special reviews of particular industries or business fields.

Canada. George W. Brown, ed. Berkeley: University of California Press. 1950. 622 pp.

"United Nations Series." SEE 15·2 (Other Sources).

Canada. R. L. Gordon. New York: The Macmillan Company. 1954. 86 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

Canada, the official handbook of present conditions and recent progress. Ottawa: Dominion Bureau of Statistics. 1930- .

A yearly publication covering much the same ground as the *Canada Year Book*, but in somewhat less detail and in a considerably more sprightly and attractive manner. Current editions contain four sections: "The Country and Its Government"; "The People, Their Development and Welfare"; "The Economy"; and "The Operation of the Economy." There are selected statistical data, but considerably more comment and a large number of photographs. Each edition runs to about 300 pages.

Canada: Descriptive Atlas. Ottawa: Department of Citizenship and Immigration. 1951. No pages given.

A publication of about 100 pages, containing brief geographical data on the country as a whole and material on each province including a large double-page map of each in color. The work is particularly designed to inform persons immigrating to Canada. There is a list of Canadian offices abroad issuing visas and a directory of the Canadian Foreign Trade Service abroad.

Canada Year Book. Ottawa: Bureau of Statistics. 1906- .

A massive annual publication reviewing in detail the resources, history, institutions, and social and economic conditions of Canada. There is an excellent index, besides many maps and diagrams.

Canadian Almanac and Directory. Toronto: The Copp Clark Co. Limited. 1848- .

Primarily a directory, this well-established annual publication contains lists of virtually every institution, organization, chief government official, etc., in Canada, as well as a postal gazetteer, guides to transportation facilities, commercial and manufacturing data, legal, financial, and legislative data of all kinds. There is considerable news of recent happenings as well as biographical information of many kinds. The book is well indexed.

Canadian Government Publications [12·4] permits one to keep abreast of new official publications about Canada.

Canadian Official Railway Guide with Airlines. Montreal: International Railway Publishing Co., Ltd. 19—

This annually revised compilation of railway and airline timetables also includes a Canadian gazetteer and shipper's guide.

Canadian Regions. Donald F. Putnam. New York: Thomas Y. Crowell Company. 1952. 601 pp.

A comprehensive and up-to-date guide to the geography and industry of Canada, covered both nationally and regionally. There is an excellent index.

Census of Canada: 1951. Ottawa: Bureau of Statistics. 1953. 11 vols.

A detailed report of the ninth Canadian census, with maps, charts, and indexes to each volume. Volume coverage is as follows: I, Population—General Characteristics; II, Population—Cross-classifications of characteristics; III, Housing and families; IV, Labor force; V, Earnings and Employment of wage-earners; VI, Agriculture; VII, Distribution—Retail trade; VIII, Distribution—Wholesale trade—Services; IX, Fisheries; X, General review; XI, Administrative report.

The Dominion of Canada. Karl Baedeker. SEE 15·2 (Guidebooks).

Encyclopedia of Canada. W. Stewart Wallace, gen. ed. Toronto: University Associates of Canada. 1935–1937. 6 vols.

This work covers Canada in a thorough fashion, containing entries on general subjects, which are discussed in their relationship to Canada, as well as many entries on special Canadian topics, including much biography, geography, and history. It was reprinted in 1948 with almost no revision and is thus now very much out of date. In 1952 the Grolier Society of New York purchased rights to the

set and established an editorial office in Ottawa to revise the work completely. Plans called for publishing a 10-volume edition of about 3 million words, emphasizing strictly Canadian interests. Publication of the new set began in late 1957.

Gazetteer of Canada. Ottawa: Canadian Board on Geographical Names. 1952—

A separate volume on each province or territory is being published in this series. By 1956, volumes on Southwestern Ontario, Manitoba, and British Columbia had appeared. Each volume lists in tabular form alphabetically, the place name, identification, location, and position in latitude and longitude.

Heaton's Commercial Handbook of Canada. Toronto: Heaton Publishing Company. 1905—

An annual, though published slightly irregularly and under varying titles. Essentially a collection of trade directories and commercial data on Canada.

Oxford Encyclopaedia of Canadian History. Lawrence Johnstone Burpee. New York: Oxford University Press. 1926. 699 pp.

Brief articles in alphabetical order on topics of Canadian history. There are bibliographies.

CEYLON

SEE ALSO India.

Statistical Abstract of Ceylon. Department of Census and Statistics. Ceylon: The Ceylon Government Press. 1949—

An annual publication, this volume gives demographic, political, economic (largely agricultural), and other miscellaneous data on Ceylon.

CHINA

SEE ALSO Formosa; Manchuria; Mongolia.

An Annotated Bibliography of Selected Chinese Reference Works. Teng Ssu-Yu and Knight Biggerstaff. Rev. ed. Cambridge, Mass.: Harvard University Press. 1950. 326 pp.

A guide to works in both Chinese and English, the revised edition adds about 130 new titles to the original 1936 edition. The index is revised.

China. Harley F. MacNair, ed. Rev. ed. Berkeley: University of California Press. 1951. 574 pp.

"United Nations Series." SEE 15·2 (Other Sources).

China Handbook. The China Handbook Editorial Board. Taipei, Taiwan: China Publishing Co. 1943- .

Since its inauguration, this work has appeared irregularly under the imprint of various publishers. For the moment, it is appearing on a biennial basis. It attempts to cover all phases of Chinese history, geography, economy, and culture, but operating from Formosa, its editors now have difficulty in securing detailed and accurate information about conditions on the mainland. Thus many of its contents should be regarded skeptically. Naturally, the book has a Nationalist bias. There is a "Who's Who" section containing sketches of about 750 prominent Nationalist Chinese.

China Year Book. Shanghai: *North China Daily News*. 1912-1939.

Published irregularly and finally expiring with the Japanese invasion of China, these handbooks have great historical value.

Encyclopaedia Sinica. Samuel Couling. New York: Oxford University Press. 1917. 633 pp.

Contains entries on a variety of topics, geographical, biographical, and cultural, of specific Chinese interest; now of use largely for historical studies.

A Guide to New China. Peking: Foreign Languages Press. 1952. 117 pp.

A Chinese Communist publication, highly propagandistic in nature, but one of the few sources available on the new regime. It contains an outline of governmental and party organization. It lists administrative areas, political parties (!) and organizations, universities and colleges in Peking, periodicals, diplomats, and national holidays and memorial days. It gives also a chronology of Chinese history, 1949-1952. There are few basic facts or figures.

A List of Published Translations from Chinese Into English, French and German [16·259c] should help you locate useful source material on China.

Who's Who in Modern China [14·3] contains in its appendix much useful data on the organization of the Communist regime and other miscellaneous nature on contemporary China.

CUBA

All the Best in Cuba. SEE 15·3 (Guidebooks).

CZECHOSLOVAKIA

Czechoslovakia. Robert J. Kerner, ed. Berkeley: University of California Press. 1945. 504 pp.

"United Nations Series." SEE 15·2 (Other Sources).

DENMARK

Blue Guide to Denmark. SEE 15·2 (Guidebooks).

Denmark. Copenhagen: Bianco Luno. 1952. 259 pp.

An official publication of the Danish Ministry for Foreign Affairs, it consists of a descriptive handbook of the country, with a directory of government officers and of publishers. Emphasis in the text is on education, economy, and government. It has a bibliography and an index.

Norway, Sweden, and Denmark. Karl Baedeker. SEE 15·2 (Guidebooks).

ENGLAND

SEE Great Britain.

ESTONIA

SEE ALSO Union of Soviet Socialist Republics.

Estonia: A Reference Book. Villibald Raud. New York: Nordic Press. 1953. 158 pp.

A descriptive handbook of the country, written from the refugee point of view. There are many photos but no index.

FINLAND

Facts about Finland. Jukka Miesmaa, ed. Helsinki: Otava Publishing Co. 1952. 64 pp.

A basic guide to Finnish life, including geography and people, economic and industrial data, cultural information, a brief "Who's Who" of important Finns, travel information, and bibliography.

Finland Year Book. Helsinki: Mercatorin Kirjapaino ja Kustannus. 1937- .

An official compilation of economic, cultural, and demographic statistics and other data.

FORMOSA

SEE ALSO China.

Directory of Taiwan. Taipeh, Taiwan: China News and Publication Service. 1951- .

Planned as an annual publication, this contains general data on Formosa, as well as lists of hotels, firms, stores, etc., of interest to the tourist and U.S. personnel stationed in Formosa.

Taiwan: A Geographical Appreciation. Department of Mines and Technical Surveys, Ottawa, Canada. New York: Institute of Pacific Relations. 1952. 59 pp.

A summary of the physical, economic, and social geography of the island with statistical tables and 23 maps and diagrams. There is a bibliography of source materials and a separate bibliography of maps.

FRANCE

All the Best in Cathedral France. SEE 15·2 (Guidebooks).

Blue Guide to Paris. Blue Guide to Southern France. SEE 15·2 (Guidebooks).

France. 3 vols. Karl Baedeker. SEE 15·2 (Guidebooks).

France. Eugene Fodor. SEE 15·2 (Guidebooks).

France. M. E. Garnet. New York: The Macmillan Company. 1952. 90 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

France. The Provinces of France. The Paris We Love. ("World-in-Color Series"). France. Paris. ("Pocket Travel Guide Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

France: A Regional and Economic Geography. Hilda R. Ormsby. 2d ed. New York: E. P. Dutton & Co., Inc. 1950. 525 pp.

A thorough postwar revision of a standard geography of France, with 103 maps and diagrams. Physical geography is described by regions; economic geography is discussed under the headings agriculture, industry, and communications. There are statistical appendixes, a bibliography, and an index.

Population de la France, départements, arrondissements, cantons et communes. Paris: Presses Universitaires de France. 1954. 985 pp.

A statistical report and analysis of the 1954 French census returns.

GERMANY

All the Best in Germany and Austria. SEE 15·2 (Guidebooks).

Germany (4 vols; old editions). Now: Berlin; Frankfurt and the Taunus; Munich and Its Environs; Northern Bavaria; Southern Bavaria; Cologne and Bonn. Karl Baedeker. SEE 15·2 (Guidebooks).

Germany. Eugene Fodor. SEE 15·2 (Guidebooks).

Statistisches Jahrbuch für die Bundesrepublik Deutschland. Statistisches Bundesamt. Stuttgart-Köln: Kohlhammer Verlag. 1952- .

An annual compilation of demographic, economic, political, and cultural statistics concerning Western Germany.

Western Germany ("Pocket Travel Guides Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

GREAT BRITAIN

SEE ALSO Ireland; Scotland.

All the Best in England. SEE 15·2 (Guidebooks).

The American Businessman's Guide to Britain. Compiled by *The Economist Intelligence Unit*. New York: Harcourt, Brace and Company, Inc. 1956. 167 pp.

Travel data and facts about Britain for the business visitor or stay-at-home businessman dealing with British firms.

Blue Guide to England. Blue Guide to London. SEE 15·2 (Guidebooks).

Britain. Eugene Fodor. SEE 15·2 (Guidebooks).

Britain: An Official Handbook. London: H.M. Stationery Office. 1952- .

An annual publication, obtainable in the U.S. through the offices of the British Information Services. Contains basic data and many statistics on subjects of general interest for all parts of the United Kingdom. Trade and export regulations, science, government, national economy, and other subjects are

treated. There are diagrams, photographs, maps, a bibliography, and a detailed index.

The British Isles ("Pocket Travel Guide Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

Concise Oxford Dictionary of English Place-Names. Eilert Ekwall. 3d ed. New York: Oxford University Press. 1947. 577 pp.

Lists about 15,000 different place names in England, with location, sometimes derivation, and references to sources.

Encyclopaedia of London. William Kent. Rev. ed. New York: The Macmillan Company. 1951. 674 pp.

A scholarly guide to London, prepared in encyclopedic form with entries on general or major topics arranged in alphabetical order. Data on lesser subjects can be located through the index. History is especially stressed and there are many quotations from English literature pertinent to the topics discussed. There are a few illustrations.

English River Names. Eilert Ekwall. Oxford: Clarendon Press. 1928. 488 pp.

Etymologies of names of English rivers with references to source materials.

Facts, Files and Action [9·3] lists many sources of data on Great Britain with full descriptions of their contents and uses.

Great Britain ("World-in-Color Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

Great Britain (2 vols; old edition). Now: **London and Its Environs.** Karl Baedeker. SEE 15·2 (Guidebooks).

Municipal Yearbook and Public Utilities Directory. London: Municipal Journal, Ltd. 1897—

Published under four other slightly different titles, this work has appeared under its present title since 1949 in annual editions. Contents are somewhat more general than the title would indicate. A general information section gives current facts and statistics in about 37 different fields of interest ranging from "Baths and Washhouses" and "Burial and Cremation" to "Water Supply" and "Weights and Measures." There are also a directory of the chief officials of the British government and all local governments of the United Kingdom, lists of national organizations in Britain, the Empire, and abroad,

classified lists of local government officials, and a history of local governments.

Oxford Travel Atlas of Britain. D. P. Bickmore, ed. New York: Oxford University Press. 253 pp.

A pocket-sized book with 53 maps in color, this is essentially a guidebook rather than an atlas. It includes general travel data and information on things to see, both major and minor, selected perhaps with an eye to the interests of the English traveler rather than the foreign tourist. There is a gazetteer as well as many city maps.

"Penguin Guides." Baltimore, Md.: Penguin Books, Inc.

A series of regional guides to Britain prepared as guides to the traveler, particularly Britishers. Books are arranged in tours built around a central city. By late 1955, the following titles had been published: *Berkshire and Oxfordshire; Cornwall; Derbyshire and the Peak District; Devon; Hampshire and the Isle of Wight; Hertfordshire and Buckinghamshire; Lake District; Norfolk and the Isle of Ely; Somerset; Suffolk and Cambridgeshire; Wiltshire and Dorset; North Wales.*

Street-Names of the City of London. Eilert Ekwall. New York: Oxford University Press. 1954. 226 pp.

A listing of street names with their locations, derivations, some history, and references to source materials.

GREECE

Greece. Karl Baedeker. SEE 15·2 (Guidebooks).

Greece ("World-in-Color Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

Greece: A Political and Economic Survey, 1939–53. Bickham Sweet-Escott. London: Royal Institute of International Affairs. 1954. 207 pp.

A study of political, economic, and industrial events in Greece from the beginning of World War II to 1953. There is an extensive statistical appendix, a bibliography, some maps, and an index.

Hellenic Travel, a guide. W. A. Wigram. London: Faber & Faber, Ltd. 1947. 266 pp.

A modern guidebook to Greece with two maps and a number of photographs. There is considerable emphasis on history and art.

GREENLAND

Greenland. Copenhagen: A. Rasmussens Bogtrykkeri. No date. 167 pp.

An official publication of the Danish Ministry for Foreign Affairs, this is a descriptive handbook on the island.

ICELAND

Norway, Sweden, and Denmark. Karl Baedeker. SEE 15·2 (Guidebooks). Contains data on Iceland and Spitsbergen.

INDIA

SEE ALSO Ceylon; Pakistan.

Classical Dictionary of Hindu Mythology and Religion, Geography, History and Literature. John Dowson. 7th ed. London: Routledge and Kegan Paul, Ltd. 1879. 411 pp.

Now antiquated, its contents largely emphasize ancient history and constitute an excellent aid to research on India of the past. Its title covers its contents fairly adequately.

Handbook for Travellers in India, Pakistan, Burma, and Ceylon. 17th ed. London: John Murray. 1955. 634 pp.

A revised edition of a long-respected guide to India and its neighbors first published in 1892. Its organization is similar to the Baedeker style. Its detailed contents are thoroughly indexed. There are numerous black-and-white maps.

India. H. G. Rawlinson. New York: The Macmillan Company. 1953. 90 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

India and Pakistan. Oskar H. K. Spate. New York: E. P. Dutton & Co., Inc. 1954. 827 pp.

Covers in textbook style the physical and economic geography of the subcontinent in a series of regional studies. There are many maps and diagrams as well as an extensive bibliography. An index facilitates reference use.

The India and Pakistan Yearbook and Who's Who. Bombay: *Times of India*. 1914- .

Published under varying titles, it assumed its present title in 1951. "A statistical and historical annual of India and Pakistan, with an explanation of the principal topics of the day." It gives exceptionally thorough cover-

age of all fields of general interest in connection with the two countries.

Oxford Economic Atlas for India and Ceylon. New York: Oxford University Press. 1955. 141 pp.

Descriptive, statistical, and graphic coverage of the economy, agriculture, and industry of the two countries.

INDOCHINA

Indochina: A Bibliography of the Land and People. Reference Department, U.S. Library of Congress. Washington, D.C.: Government Printing Office. 1950. 367 pp.

Includes works in various languages published largely since 1930. Works are arranged according to broad subjects.

IRAN

A Guide to Iranian Area Study. Laurence Paul Elwell-Sutton. Washington, D.C.: American Council of Learned Societies. 1952. 235 pp.

A survey of the geography, economy, and culture of Iran with an extensive bibliography of source materials.

Iran. Richard N. Frye. New York: Henry Holt and Company, Inc. 1953. 127 pp.

A brief handbook on the history, politics, economy, and religion of Iran, with statistical appendixes and a bibliography. The work is indexed.

Iran. William S. Haas. New York: Columbia University Press. 1946. 273 pp.

A survey of the physical geography, economy, and political history of modern Iran with a summary of ancient Persian history.

Iran: A Selected and Annotated Bibliography. Hafez F. Farman. Washington, D.C.: Government Printing Office. 1951. 100 pp.

Prepared by the General Reference and Bibliographical Division of the Library of Congress, it lists fairly recent source materials on Iran.

IRELAND

SEE ALSO Great Britain.

Blue Guide to Ireland. SEE 15·2 (Guidebooks).

15.5 GEOGRAPHIC REFERENCE SOURCES ON SPECIFIC COUNTRIES

Statistical Abstract of Ireland. Central Statistics Office. Dublin: Stationery Office. 1932- .

An annual compilation of statistics on the demography, agriculture, industry, education, legal system, finances, transportation, etc., of Ireland.

ISRAEL

Encyclopaedia Hebraica [5.3] contains the most extensive data available on Israel for those who can read Hebrew.

Israel Yearbook. Tel Aviv: Zionist Organization of America. 1951- .

A thorough survey of economic and social conditions in Israel in broad general sections. There are also governmental and commercial directories. A good index helps locate specific material.

The Jewish Chronicle Travel Guide [15.2] particularly emphasizes Israel in the data it gives for the Jewish traveler. There is a map of the country.

ITALY

All the Best in Italy. SEE 15.2 (Guidebooks).

Blue Guide to Northern Italy; Blue Guide to Rome and Central Italy. SEE 15.2 (Guidebooks).

Compendio Statistico Italiano. Rome. Istituto Centrale di Statistica. 1953. 354 pp.

Gives statistical data on Italy's geography, demography, economy, and finances, both current and retrospective.

Italy. (4 vols.) Karl Baedeker. SEE 15.2 (Guidebooks).

Italy. Eugene Fodor. SEE 15.2 (Guidebooks).

Italy. Rupert Martin. New York: The Macmillan Company. 1953. 88 pp.

"Lands and Peoples Series." SEE 15.2 (Other Sources).

Italy. (Both "World-in-Color Series" and "Pocket Travel Guide Series"). Doré Ogrizek. SEE 15.2 (Guidebooks).

Nuovo Dizionario dei Comuni e Frazioni di Comune. Rome. Società Editrice Dizionario Voghera dei Comuni. 21st ed. 1953. 400 pp.

Based on the 1953 census of Italy, this work presents in tabular form for provinces, re-

gions, cities, and towns, data on population, communications, transportation, schools, churches, and government offices.

When and Where in Italy. Genevieve Foster. Chicago: Rand McNally & Company. 1955. 128 pp.

A pictorial guide to the historical sights of Italy.

JAMAICA

Handbook of Jamaica. Jamaica: Government Printing Office. 1881- .

General data on the island, with statistical and historical information, published more or less annually.

JAPAN

Japan ("World-in-Color Series"). Doré Ogrizek. SEE 15.2 (Guidebooks).

Japan, Past and Present. Edwin O. Reischauer. 2d ed. New York: Alfred A. Knopf, Inc. 1953. 253 pp.

A concise authoritative survey of the development of Japan, with a bibliography and index.

Japan: The Official Guide. Rev. ed. Tokyo: Japan Travel Bureau. 1954. 1015 pp.

Prepared by the Tourist Industry Division, Ministry of Transportation, this publication in the Baedeker format is a model that all creators of government-sponsored guidebooks might well follow. It contains introductory sections on Japanese geography, history, and culture; what to see and where to shop; currency information; lists of tourist organizations; and discussions of government, industry, dress, culture, arts, music, theater, customs, education, and religion. The remainder of the book is a detailed guide to cities and towns of the country with many regional maps and city plans and a detailed index. The English is excellent and the facts are up to date.

Japan Statistical Yearbook. Statistics Bureau. Tokyo: Prime Minister's Office. 1949- .

An annual compilation of demographic, political, economic, and cultural statistics on Japan.

Japan Who's Who [14.3] presents in directory style much material on Japan, particularly of a commercial nature.

Japan Year Book. Tokyo: Foreign Affairs Association of Japan. 1933- .

After wartime suspension of publication, this work was revived in 1946. It presents basic facts on Japan's history, government, economy, and culture, with annually revised statistical and other factual data.

Political Handbook of Japan. Yutaka Matsumura. Tokyo: Tokyo News Service. 1949. 266 pp.

Contains data on the Japanese government, an outline of its political history, description of political parties, and results of recent general elections, as well as information on the press, publishing houses, and periodicals. There is a "Who's Who in Politics and the Press" section.

KOREA

Bibliography of Western Language Materials on Korea. Shannon McCune. Rev. enl. ed. New York: Institute of Pacific Relations. 1950. 17 pp.

Contains lists of bibliographies, general works, official publications, periodicals, and specific articles in periodicals, arranged alphabetically by authors. The extensive annotations are informally written.

Korea: An Annotated Bibliography of Publications in Far Eastern Languages. Edwin A. Beal, Jr., and Robin L. Winkler. Washington, D.C.: Government Printing Office. 1950. 167 pp.

A work of the Reference Department, Library of Congress, of use primarily to the advanced scholar.

Korea: An Annotated Bibliography in Western Languages. Helen Dudenbostel Jones and Robin L. Winkler. Washington, D.C.: Government Printing Office. 1950. 155 pp.

A companion work to the above, more useful because it lists works in English and other European languages.

Korean Studies Guide. Richard Marcus and others. Berkeley: University of California Press. 1954. 232 pp.

Another bibliography, listing works in both Western and Oriental languages, as well as important library collections and periodicals.

Source Materials on Korean Politics and Ideologies. D. G. Tewksbury. New York: Institute of Pacific Relations. 1950. 200 pp.

A compilation of 82 excerpts from documents and books giving a survey of Korean

history from 1871 through 1950. Many treaties, state documents, and official statements are included, with brief commentaries. There is no index.

LUXEMBOURG

Belgium and Luxemburg ("World-in-Color Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

MANCHURIA

SEE ALSO China.

Manchuria: An Annotated Bibliography. Peter A. Berton. Washington, D.C.: Government Printing Office. 1951. 187 pp.

Lists works in both Western and Oriental languages. Prepared by the Reference Department of the Library of Congress.

MEXICO

All the Best in Mexico. SEE 15·2 (Guidebooks).

The New Guide to Mexico. Frances Toor. Rev. ed. New York: Crown Publishers, Inc. 1954. 277 pp.

Covers the entire country, including Lower California, designed to meet primarily the needs of the motor tourist. There is basic tourist data as well as descriptions of sights to see, fiestas, etc.

Terry's Guide to Mexico. Richard Joseph, ed. New York: Doubleday & Company, Inc. 1956.

A modern revival of an old favorite guide to Mexico, first published in 1909.

MONGOLIA

SEE ALSO China; Union of Soviet Socialist Republics.

Bibliography of Books and Articles on Mongolia. M. Chang Chih-yi. New York: Institute of Pacific Relations. 1950. 49 pp.

Extensively annotated listing of works in all languages on Mongolia, arranged alphabetically by author. Copies of especially rare works are located by libraries.

NETHERLANDS

All the Best in Holland. SEE 15·2 (Guidebooks).

Belgium and Holland. Karl Baedeker. SEE 15·2 (Guidebooks).

Holland. Germaine King. New York: The Macmillan Company. 1952. 88 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

The Netherlands. Bartholomew Landheer. Berkeley: University of California Press. 1946. 464 pp.

"United Nations Series." SEE 15·2 (Other Sources).

The Netherlands ("World-in-Color Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

NEW ZEALAND

Maori Place Names and Their Meanings. 3d ed. Wellington, N.Z.: A. H. & A. W. Reed, Ltd. 1954.

A handbook explaining the meanings of Maori place names in New Zealand, with numerous sketches of Maori customs.

New Zealand. Horace Belshaw, ed. Berkeley, Calif.: University of California Press. 1947. 330 pp.

"United Nations Series." SEE 15·2 (Other Sources).

New Zealand. R. W. and E. M. Burchfield. New York: The Macmillan Company. 1954. 85 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

Portrait of New Zealand. David Hall. Wellington, N.Z.: A. H. & A. W. Reed, Ltd. 1955. 320 pp.

Survey of all aspects of New Zealand life with detailed statistical data. There are 49 pages of illustrations, including some in color, and a folding map of the country.

Reed's Atlas of New Zealand. A. W. Reed. Wellington, N.Z.: A. H. & A. W. Reed, Ltd. 1952. 64 pp.

A collection of large-scale maps in color and black and white with a comprehensive account of New Zealand development and contemporary activities. There is an index of 2000 subject entries.

Who's Who in New Zealand [14·3] contains in addition to biographies lists of governors of New Zealand and other officials and data on colleges and universities, government, churches, election returns, etc.

NIGERIA

The Nigeria Handbook. Lagos, Nigeria: The Government Printer. 1953. 339 pp.

A general survey of the history, development, economic life, and cultural activities in the colony, with maps and illustrations.

NORWAY

Norway. John Dent. New York: The Macmillan Company. 1957. 96 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

Norway, Sweden, and Denmark. Karl Baedeker. SEE 15·2 (Guidebooks).

Norway Yearbook. Oslo: J. G. Tanum. 1924; 1931; 1938; 1950-

An irregularly published work despite its title. The current edition contains comprehensive data on Norway and all aspects of its life.

NYASALAND

SEE Rhodesias.

PAKISTAN

SEE ALSO India.

Sixth Year: Pakistan—1953. Karachi: Pakistan Publications. 1953. 284 pp.

A handbook of data on current history, industry, trade, political development, etc., with many maps and illustrations.

PHILIPPINES

Gazetteer of the Philippine Islands. U.S. Department of Commerce. Washington, D.C.: Government Printing Office. 1945. 350 pp.

An alphabetical listing of place names with location by islands, identification, and location by latitude and longitude.

Philippine Islands: A Guide. Helen M. Abrahamsen. Palo Alto, Calif.: Pacific Books. 1954. 96 pp.

A tourist's guide to the islands with many maps and photographs.

POLAND

Poland. Bernadotte E. Schmitt, ed. Berkeley, Calif.: University of California Press. 1947. 500 pp.

"United Nations Series." SEE 15·2 (Other Sources).

PORTUGAL

All the Best in Spain and Portugal. SEE 15·2 (Guidebooks).

Spain and Portugal. Karl Baedeker. SEE 15·2 (Guidebooks).

Spain and Portugal. Eugene Fodor. SEE 15·2 (Guidebooks).

Spain and Portugal ("World-in-Color Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

RHODESIAS

Year Book and Guide of the Rhodesias and Nyasaland, with biographies. Salisbury, S. Rhodesia: Rhodesian Publications, Ltd. 1937- .

A handbook, published annually, giving both essential commercial and touristic data on the areas concerned, statistical data, and some history. "Who's Who" section.

RUSSIA

SEE Union of Soviet Socialist Republics.

SAUDI ARABIA

Saudi Arabia. K. S. Twitchell. Princeton, N.J.: Princeton University Press. 1947. 192 pp.

A fairly comprehensive description of the geography and history of the country with an account of the development of its natural resources.

SCOTLAND

SEE ALSO Great Britain.

Blue Guide to Scotland. SEE 15·2 (Guidebooks).

The Clans and Tartans of Scotland [16·100] contains considerable miscellaneous information about the country. Of particular note geographically is a Gaelic glossary of Scottish place names and a "clan map" end paper.

Scotland. Ian Finlay. New York: Oxford University Press. 1945. 136 pp.

A description of the history and culture of Scotland, made useful for reference by a detailed index.

Scotland. G. S. Fraser. New York: The Studio Publications, Inc. 1955. 224 pp.

A readable, up-to-date descriptive guide.

SIAM

SEE Thailand.

SOUTH AFRICA

SEE Union of South Africa.

SPAIN

All the Best in Spain and Portugal. SEE 15·2 (Guidebooks).

Spain. Rupert Martin. New York: The Macmillan Company. 1955. 88 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

Spain ("Pocket Travel Guide Series"). Spain and Portugal. ("World-in-Color Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

Spain and Portugal. Karl Baedeker. SEE 15·2 (Guidebooks).

Spain and Portugal. Eugene Fodor. SEE 15·2 (Guidebooks).

SUDAN

SEE Egypt.

SWEDEN

Blue Guide to Sweden. SEE 15·2 (Guidebooks).

Norway, Sweden, and Denmark. Karl Baedeker. SEE 15·2 (Guidebooks).

Sweden. G. M. Ashby. New York: The Macmillan Company. 1952. 88 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

SWITZERLAND

All the Best in Switzerland. SEE 15·2 (Guidebooks).

Blue Guide to Switzerland. SEE 15·2 (Guidebooks).

Switzerland. Karl Baedeker. SEE 15·2 (Guidebooks).

Switzerland. Eugene Fodor. SEE 15·2 (Guidebooks).

Switzerland. Rupert Martin. 2d ed. New York: The Macmillan Company. 1952. 86 pp.

"Lands and Peoples Series." SEE 15·2 (Other Sources).

Switzerland. ("World-in-Color Series"). Doré Ogrizek. SEE 15·2 (Guidebooks).

TAIWAN

SEE Formosa.

THAILAND

Bibliography of Thailand. Ithaca, N.Y.: Cornell University Press. 1956. 164 pp.

"Selected list of books and articles with annotations by the staff of the Cornell Thailand Research Project."

Thai-English Dictionary [7.3] provides in many of its entries extensive data on Thai customs and history; it can be used, however, only by persons familiar enough with the Thai language to read Thai script and translate the entry titles.

TURKEY

A Guide to Turkish Area Study. John Kingsley Birge. Washington, D.C.: American Council of Learned Societies. 1949. 240 pp.

A comprehensive survey of the physical geography, history, and culture of Turkey, with a most complete bibliography of source materials. An appendix includes a chronology of Turkish history.

UNION OF SOUTH AFRICA

Official South African Municipal Year Book. Cape Town: Juta & Co., Ltd. 1910- .

An annual publication giving statistical and descriptive data on the more important towns and cities of South Africa.

Official Year Book of the Union of South Africa and Basutoland, Bechuanaland Protectorate and Swaziland. Pretoria: Government Printer. 1918- .

An official publication prepared by the Office of Census and Statistics, it gives a comprehensive description of geography, history, demography, and economic life. Annually published, the statistical data are especially extensive.

South Africa. D. Marquardt. New York: The Macmillan Company. 1955. 88 pp.

"Lands and Peoples Series." SEE 15.2 (Other Sources).

South African Who's Who [14.3] contains, in addition to its biographies, guides to South Africa, Mozambique, Rhodesia, and Nyasaland. There are also data on the South African government and on colleges and universities.

UNION OF SOVIET SOCIALIST REPUBLICS

SEE ALSO Estonia; Mongolia.

Current Digest of the Soviet Press [16.123] contains many data on internal events in the Soviet Union.

Geography of Russia. Nicholas T. Mirov. New York: John Wiley & Sons, Inc. 1951. 362 pp.

Divided into three sections, this book discusses first the general geography of the U.S.S.R., then its peoples, and finally the geography of the major regions in greater detail.

Geography of the USSR: A Regional Survey. Theodore Shabad. New York: Columbia University Press. 1951. 584 pp.

A detailed guide, with a wealth of statistical data, to the geography, economic life, and culture of the Soviet Union from both the over-all and the regional point of view.

Guide to the Soviet Union. William M. Mandel. New York: The Dial Press, Inc. 1946. 511 pp.

This work describes the country's physical geography, history, foreign policy, culture, economy, and government. A detailed index makes it useful for reference. The point of view is somewhat friendlier toward the country than that of later books but is quite unbiased.

Narodnoe Khozyaistvo SSSR Statisticheskii Sbornik. Moscow: State Statistical Publishers. 1956. 262 pp.

Entirely in Russian, this "National Economy of the USSR: Statistical Handbook" is virtually the only source of recent "official" statistical data on the Soviet Union. Its contents cover population and economic and cultural statistics from generally the late 1920s to about 1955, presented almost entirely in tabular form.

Russia. Karl Baedeker. SEE 15.2 (Guide-books). This particular Baedeker guide deserves special comment. Published in 1914 in a single edition, nothing like it on the area has appeared before or since; copies of this book are collectors' items.

U.S.S.R.: A Concise Handbook. Ernest Joseph Simmons, ed. Ithaca, N.Y.: Cornell University Press. 1947. 494 pp.

In four sections, this book describes Soviet geography, government, social sciences, and humanities and science. There are a bibliography and index.

VIETNAM

SEE Indochina.

YUGOSLAVIA

Yugoslavia. Robert J. Kerner, ed. Berkeley, Calif.: University of California Press. 1949. 558 pp.

"United Nations Series." SEE 15·2 (Other Sources).

15·6

Sources of Graphic Information on Geography

Prints of pictures of places are probably the easiest kind to obtain for reproduction. The vast majority can be procured at no cost or for very small fees and there are seldom any strings attached to reproduction rights. Picture sources have been discussed in Chapters 12 and 13. Here they may be summarized as the following: the various departments of the Federal government, the governmental and semiofficial organizations charged with publicizing each state (particularly those agencies concerned with the state's tourist industry), chambers of commerce, both in the U.S. and abroad, foreign information offices in the U.S. or foreign embassies and legations (consulates seldom carry photo files). To these various official agencies should be added the public relations departments of steamship lines, airlines, railway companies, and travel agencies. Manufacturing companies often will supply photos of their plants and occasionally of the towns and cities in which they are situated. Officials of institutions will supply pictures of their buildings; directors of parks, custodians of monuments and memorials, and the like will supply similar material. Chapters 12 and 13 tell how to find the addresses of such sources.

Many of the above sources will also supply pictures or material in which pictures appear in reply to legitimate requests, such as from teachers. Most people are familiar, of course, with the services rendered by the major oil companies in giving travel data. Besides road maps, graphic information from these sources often includes photos. The largest number of pictures of places appear in magazines. These may be readily located through the indexes in the *Reader's Guide to Periodical Literature* [8·3], which cover such magazines as *Holiday*, or in the separate index to *Life*, or in

the *National Geographic Magazine Cumulative Index* [8·3]. The general encyclopedias should not be neglected in any search for pictures of places since a very large proportion of the illustrations in most sets falls into this category. What maps each important set carries is indicated in 15·2. It can be reasonably assumed that each set that carries photographs includes many scenes of countries, regions, and cities in all parts of the world. The encyclopedia yearbooks (SEE 6·1) often carry pictures of new buildings and other new developments in foreign countries, U.S. states, and major cities.

In addition, the following publications may prove useful:

American Historical Prints. I. N. Phelps and David C. Haskell. New York: New York Public Library. 1932. 327 pp.

This is a "special edition" of this work printed on large paper with two pages of pictures in color and a fair amount of historical description. Illustrations consist of early drawings of American cities and such scenes. A "regular edition" of this work in a smaller size and with many of the descriptive data omitted was published in 1933. In 1934 a separate 14-page index to the Stokes Collection, on which the work was based, was published.

Around the World in 1,000 Pictures. A. Milton Runyon and Vilma F. Bergane, eds. Garden City, N.Y.: Doubleday & Company. 1954. 447 pp.

Photographs from most countries arranged by "tours." There is an index.

Current Geographical Publications [15·1], since the issue of October, 1940, indexes photographs received in the American Geographical Society's library and indexed in its photo catalogue.

Official Map Publications. Walter Thiele.
Chicago: American Library Association.
1938. 356 pp.

Lists publications in which maps appear and sources from which maps may be obtained.

Travel Through Pictures. Jessie Croft Ellis.
Boston: F. W. Faxon Co. 1935. 699 pp.

A comprehensive guide to pictures of places appearing in more than 200 travel books and

in selected periodicals published before 1935. References are first by country (or state or province) and then alphabetically by place name.

The USA in Color. Editors of *Holiday*. New York: Doubleday & Company, Inc. 1956.

Contains 182 photographs and 12 reproductions of paintings illustrating the most popular scenic spots in the United States.

The category "Things" has been established as a convenient catchall classification for all those reference works that do not pertain specifically to persons or places. Gathered here in this chapter under nearly 500 appropriate subject headings are those works that deal with one or more specific subjects within this classification. The subject headings themselves are arranged in alphabetical order.

While the various specialized reference works listed in this chapter stick far less rigidly to well-defined patterns than do most of the works listed in the previous two chapters, most of them do belong to one of nine different types of reference sources:

1. **ENCYCLOPEDIAS** devoted to specialized fields should properly deal exhaustively with their stated subjects. A number of the works listed below that include "encyclopedia" in their titles do that job. However, a considerable number do not go much beyond giving definitions of terms and a smattering of basic information. Thus, you should not assume from the fact that a book is called "An Encyclopedia of Such-and-Such" that it is truly encyclopedic. Instead, you should judge its scope only after careful examination of its contents. Most specialized encyclopedias consist of entries arranged in alphabetical order; a few, however, do not follow this arrangement.

2. **DICTIONARIES** of specialized fields, sometimes also called "glossaries," consist of a listing of terms, almost always arranged in alphabetical order, defining them as they are used in their particular fields. Since these works frequently also give additional basic data, there is a fuzzy line between a "dictionary" and an "encyclopedia."

3. **GUIDE** is a term without a firmly established meaning, used to describe many specialized reference works. The format of a work called a guide may follow almost any pattern. Frequently, "guide" is used to describe a detailed bibliography of a special subject.

4. **HANDBOOK** is another fuzzy word often found in the titles of specialized reference works. Most frequently it is used for works that follow no standard pattern; few

handbooks consist of alphabetically arranged entries. One of the most common types of handbooks is the statistical type.

5. **BIBLIOGRAPHIES** are exactly what they appear to be, that is, listings of works on specific subjects. Their chief differences lie in their scope—whether they are limited to books or include also material in periodicals and other publications and whether or not they are annotated.

6. **YEARBOOKS AND ANNUALS** cover yearly developments in a great many special fields. Their formats are highly unpredictable, depending on their editors' viewpoints and the interests of their intended markets. The most comprehensive are the commercial yearbooks treating particular industries. A fair number of new yearbooks appear each year, only to expire after a short time because of insufficient interest. You will thus find that the most useful yearbooks are generally those that have been in existence for several years. It should be noted that a number of works not calling themselves yearbooks or annuals are nevertheless published on an annual basis.

7. **ABSTRACTS** are collections of condensations of material published in periodical or book form on a specific subject during a year or longer period. They serve both as handy summaries of the important data

published on the subject during the period and as bibliographic guides to the field. Abstracts are limited primarily to the sciences and social sciences.

8. **TEXTBOOKS**, while not normally classified as reference works, often serve as useful sources in many fields where reference works in more traditional patterns either do not exist or are inferior to textbooks in the field. To be useful as a reference work, however, a textbook must be so organized that reference data may be located easily, usually through an index. Many textbooks whose basic contents have little reference value do contain useful statistical tables or bibliographies.

9. **ATLASES**, normally considered geographical publications, also appear in certain other fields. Most important of these are the economic atlases. The term "atlas" is also sometimes applied to pictorial works on anatomy.

The selection of subject headings that appear below follows the logic of the contents of the books appearing under the headings. Thus, not all major topics are represented because I have found no useful sources that deal exclusively or in large part with these topics. Similarly, you will find some minor topics listed simply because works on those topics exist. Subject headings range from the most general to the most specific. For example, you will find the headings "Science," "Biology," "Zoology," "Animal Life," "Insects," and "Mosquitoes." Under each of these headings you will find only those works whose contents the headings most closely describe. Thus, a work that deals exclusively with mosquitoes will appear only under "Mosquitoes." A work that deals with all or several types of insects is listed under "Insects." Though it may also cover mosquitoes, it will not be listed under that heading in order to avoid unnecessary duplication.

Thus, to locate a source on any specific

topic, look first under the heading that most closely describes the subject. If you find no such heading and no cross reference under it, then look under the next more general heading. For example, there is no heading "Beetles." For sources of data on beetles, you should look under "Insects."

To make finding sources most likely to contain the data you want as easy as possible, I have included many cross references. Some of these are "alternate-title" references; for example, from "Seamanship" you are referred to "Navigation and Seamanship." In addition, from nearly every topic you are referred to related subjects, either more general or more specific aspects of the same field or other related topics. Under "Sports," for instance, you will find listed all the various headings for specific sports for which reference sources are listed; you are also referred to "Games and Recreations."

If you fail to find any subject listed in the headings below, do not assume that reference sources on this subject are not listed. Instead, you may find that subject listed in the Index, with a reference to a source in which the subject is treated in a minor fashion and, as such, did not warrant separate listing in this chapter. The Index will also guide you to additional minor sources on subjects that are listed under their own headings.

Many works treat two or more distinct subjects. I have given full bibliographic data on such works under the heading of the subject to which they devote the most treatment and then mentioned the works briefly under other pertinent headings. References to the section in which they are fully described are given in the latter cases. In addition, when such general sources as encyclopedias, dictionaries, and the like, treated in Part II, are especially good sources on particular subjects, I have cited them under the appropriate headings in an introductory paragraph.

Abbreviations. SEE 7·2 (Lists of Abbreviations).

Abstracting. SEE Indexing. SEE ALSO 8·6 (Abstracts).

Academies. SEE Organizations; Secondary Schools.

Accident Prevention. SEE Safety.

16·1

Accounting

SEE ALSO Business and Finance; Business Machines.

Accountancy as a Career Field: A Handbook of Vocational Information. George A. Spaulding. Washington, D.C.: National Association and Council of Business Schools.

A short pamphlet on accountancy as a career, telling what the field includes, what kinds of jobs are available, where they lead to, what are the financial rewards and the qualifications and training needed for the work.

Accountant's Handbook. Rev. ed. New York: The Ronald Press Company. 1956. 1600 pp.

An authoritative discussion of the various aspects of the field in the form of a symposium by noted experts. There are 20 sections on major phases of the field, presenting basic data on current practices.

Accounting for Secretaries. Francis Blair Mayne and Gerald Crowningshield. 2d ed. New York: McGraw-Hill Book Company, Inc. 1957. 384 pp.

Elementary accounting as it may be used by the secretary in various types of offices, primarily small ones. Emphasis lies on how to keep books, manage bank accounts, and handle cash. The new edition adds a chapter on the secretary in a collection agency. Many illustrations.

Crowell's Dictionary of Business and Finance [16·69] defines many terms in the field of accounting.

A Dictionary for Accountants. Eric L. Kohler. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1952. 453 pp.

More than 2000 terms in the field are defined in this revision of *Accounting Termini-*

nology, prepared under the auspices of the American Institute of Accountants.

Encyclopedia of Accounting Systems. Robert I. Williams and Lillian Doris. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1956- . 5 vols.

A collection of detailed outlines of the accounting systems used in all major industries, professions, and trades. Arrangement is alphabetical.

Handbook of Accounting Methods. J. K. Lasser, ed. 2d ed. Princeton, N.J.: D. Van Nostrand Company, Inc. 1954. 1131 pp.

Discusses accounting methods used in 84 major industries and businesses, each section prepared by an expert. The detail makes this work useful for accountants and for persons wishing to acquaint themselves with the operating methods of specific industries. Detailed bibliography.

Lasser's Accountants' Handbook. J. K. Lasser, ed. New York: McGraw-Hill Book Company, Inc. 1955. 1056 pp.

Approaches accountant's job in detailed fashion but from a general point of view, rather than that of any one or more industries. It tells how to organize an accountant's office, handle audits, assist in design and control of forms, set up systems, prepare reports and statements, and use business machines. Other sections discuss the fundamentals of accounting, the problems of the CPA, the workings of the SEC.

Standard Handbook for Accountants. J. K. Lasser Institute. New York: McGraw-Hill Book Company, Inc. 1956. 1446 pp.

"A modern encyclopedia of auditing, cost control, management, systems design, forecasting, operation of the accounting office, and other phases of business planning," by 65 specialists. Numerous illustrations.

16·2

Acoustics

SEE ALSO Architecture; Engineering.

Audio Engineering Audio Anthology. New York: Radio Magazines, Inc. 1950- .

A triennial publication containing excerpts from the most important material contained in the periodical *Audio Engineering*.

Bibliography on Hearing. Psycho-Acoustic Laboratory, Harvard University. Cambridge, Mass.: Harvard University Press. 1955. 599 pp.

A comprehensive guide to authoritative and recent literature on all aspects of acoustics.

Elsevier's Dictionary of Cinema, Sound and Music [7·3] lists the various English terms used in all phases of acoustics and sound re-

production, with definitions and the equivalent terms in French, Spanish, Italian, Dutch and German.

Acting. SEE Broadcasting; Drama; Motion Pictures; Television; Theater.

16·3 Address, Forms of

SEE ALSO Correspondence; Etiquette.

British Titles. Valentine Heywood, 2d ed. London: A. & C. Black, Ltd. 1953. 188 pp.

"The use and misuse of the titles of peers and commoners with some historical notes." A particularly useful guide for writers who must handle the tricky forms of address used for British nobility and officials.

Titles and Forms of Address, a guide to their correct use. 9th ed. New York: The Macmillan Company. 1956. 177 pp.

Tells how to address titled persons and officials in Great Britain both orally and in writing.

Addresses. SEE Organizations; Purchasing. SEE ALSO Chapter 10 (Directories).

16·4 Adoption

SEE ALSO Law.

The Adopted Family. Florence Rondell and Ruth Michaels. New York: Crown Publishers, Inc. 1951. 2 vols.

One volume answers questions on the legal, social, and psychological aspects of adoption for the adoptive parents. A second explains adoption in a psychologically acceptable form in a picture story for the adopted child.

Child Behavior [16·90], prepared under the direction of Arnold Gesell, advises parents in

the problems of adoption during the crucial years of the child up to ten years of age.

How to Adopt a Child. Ernest and Frances Cady. New York: Whiteside, Inc. 1956. 189 pp.

A practical guide for prospective adoptive parents, discussing the social and legal problems involved. Complete list of state-licensed agencies handling adoption throughout the United States.

"The Legal Almanac Series" [16·253] contains booklets on the *Law of Adoption* and on *Guardianship Law*.

16·5 Adult Education

SEE ALSO Colleges and Universities; Consumer Research and Education; Education; Vocations and Vocational Guidance.

The Directory of the Adult Education Association of the U.S.A. New York: R. R. Bowker Company. 1956. 200 pp.

A list of the names and addresses of the more than 13,000 members of the association in the United States and some 50 foreign countries. Arrangement alphabetical under headings of states and cities or countries.

Handbook of Adult Education in the United States. Mary L. Ely, ed. 3d ed. New York: Institute of Adult Education, Teachers

College, Columbia University. 1948. 555 pp.

Prepared with the cooperation of the American Association for Adult Education, this work consists of a symposium conducted by specialists in various aspects of the field of adult education, each discussing his own field. Extensive bibliography and a directory of adult education agencies.

International Directory of Adult Education. Paris: UNESCO. 1952. 324 pp.

In three parts. The first lists international governmental organizations in the field of adult education. The second lists nongovernmental international groups. The third de-

scribes in general terms the status of adult education in the different countries, listed alphabetically. Under each country, national and local organizations are listed, with addresses of headquarters and a description of the activities of each agency. Bibliography.

16·6

Advertising

SEE ALSO Broadcasting; Business and Finance; Consumer Research and Education; Magazines; Newspapers; Public Relations; Radio; Television.

Advertising, conditions and regulations in various countries. International Chamber of Commerce. Basel, Switzerland: Verlag für Recht und Gesellschaft AG.

Written in English and French, this work is published in loose-leaf form so that corrected and additional pages may be inserted. For each country, a general description of advertising conditions is given, plus data on various media, advertising rates, advertising practices and regulations, professional organizations, and taxation. Bibliography.

Advertising Terminology, a dictionary of advertising language. H. Victor Grohmann. New York: The Author. 1952. 88 pp.

Brief definitions of terms used in advertising, grouped by fields. Indexed.

Books for the Advertising and Marketing Man. Rev. ed. New York: Bureau of Research and Education, Advertising Federation of America. 1957. 37 pp.

A brief listing of current and recent publications treating advertising, marketing, salesmanship, and related subjects.

Broadcasting; Telecasting [16·65], an annual, includes many data on advertising on radio and TV.

Dictionary of Advertising and Distribution [16·276] gives definitions in eight languages of more than 20,000 terms in the field of business, with emphasis on advertising terminology.

Dictionary of Marketing Terms [16·270] contains many entries applying specifically to advertising.

Editor and Publisher International Yearbook Number [16·305] contains many useful data for the advertising specialist, including lists of U.S. and Canadian advertising associations, lists of recent publications in the field, direc-

Universities in Adult Education. Paris: UNESCO. 1952. 172 pp.

Describes adult education programs in Great Britain, the U.S., and Canada. Bibliography.

tory of newspapers in the U.S. and Canada, including advertising executives, circulation figures, etc.

Encyclopedia of Advertising. Irvin Graham. New York: Fairchild Publications, Inc. 1952. 606 pp.

More a dictionary than an encyclopedia, this work defines more than 1100 terms in advertising, marketing, merchandising, publicity, and the graphic arts.

Graphis Annual [16·202] includes each year several hundred examples, many in full color, of the best in advertising art throughout the world of the year covered. It particularly stresses the use of new ideas.

Handbook of Broadcasting [16·65] includes considerable information on radio and TV advertising, both from the advertiser's and the broadcaster's point of view.

The Literary Market Place [16·365] lists advertising agencies that specialize in the publishing field.

McKittrick's Directory of Advertisers. New York: McKittrick & Company.

An annually issued directory of roughly 20,000 national advertisers, arranged geographically and by product group, with the names of the advertising agencies holding their accounts. The same publishers also issue every four months an "Agency List" naming roughly 3000 agencies in the U.S. with their chief personnel and the accounts they hold. Subscribers to the service also receive a weekly newsletter.

Modern Publicity [16·202], also an annual, presents in graphic form a wide variety of examples of the best in advertising and merchandising art, including posters, letterheads, brochures, containers and wrappers, catalogues, and periodical advertising.

Printers' Ink Advertisers' Guide to Marketing [16·270], an annual supplement to *Printers' Ink*, discusses media and gives basic marketing data of specific interest to advertisers.

Publishers Information Bulletin. New York: Publishers Information Bureau, Inc.

A monthly publication, this is a special tool of the media departments of advertising agencies. It lists various magazines by kind, the companies advertising in them, what kinds of advertisements are carried, etc.

Risks and Rights in Publishing [16·116] outlines the legal aspects of advertising.

Sponsor All-Media Evaluation Study. New York: Sponsor Services, Inc. 1954. 155 pp.

A study of the various advertising media—newspapers, direct mail, radio, magazines, television, business papers, outdoor advertising, transit advertising with a report of evaluations of the media by both advertisers and advertising agencies. Study of the psychology of media with summaries of tests.

Standard Advertising Register. New York: National Register Publishing Co., Inc.

An annual publication of long standing, the basic publication lists more than 13,500 national and regional advertisers, their addresses, the articles they manufacture or sell, names of officials and executives, their ad-

vertising agencies and account executives, dates when advertising budgets are determined, media used, advertising appropriations, and markets covered. A "Product Edition" breaks down the same information in 47 product groups. There are indexes of advertisers, brand or trade names, and products by subclassifications; also a geographical index by states. An "Agency List," published three times a year, keeps many of these data revised, and a "Monthly Supplement" and "Weekly Bulletin" keep most of the rest of the material up to date.

Standard Rate and Data Service. Chicago: Standard Rate and Data Service, Inc. 1919- .

A monthly publication giving advertising rates and other media information concerning newspapers, radio and television, farm journals, business papers, and consumer magazines, both Canadian and U.S. weekly newspaper circulations are covered in a supplement issued twice a year.

Television Advertising and Production Handbook [16·433] contains considerable data on television as an advertising medium, for both the advertiser and the broadcaster.

Aeronautics. SEE Aviation.

Aged, The. SEE Gerontology and Geriatrics.

Agencies. SEE Organizations.

16·7

Agriculture

SEE ALSO Animal Life; Colleges and Universities; Commodities; Conservation; Cooperatives; Farm Machinery and Equipment; Fertilizers; Forests and Forestry; Fruits and Fruit Growing; Gardening; Natural Resources; Plant Life; Science; Trade and Commerce.

Nearly all the general encyclopedias prove useful sources of data on agriculture, particularly from an economic point of view. You will find in their articles on foreign countries, U.S. states, and lesser regions sections devoted to the agriculture of the regions concerned. Most of these data are statistical; you will find the most extensive agricultural statistics probably in the *American Peoples Encyclopedia* [5·1], both in its geographic entries and in its

articles on various crops. *The World Almanac* [6·2] also contains extensive agricultural statistics.

Agricultural Index [8·5] indexes by subject more than 115 periodicals in the field of agriculture and related fields, as well as books, pamphlets, and other publications, including those of the U.S. Department of Agriculture and state agencies and some European governmental agencies. The most comprehensive bibliography of current literature in agriculture.

Agricultural Statistics. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1936- .

An annual summary of state and national agricultural statistics, comprehensive and authoritative. Reports indexed.

Bibliography of Agriculture. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1942— .

A monthly listing of current literature in the field of agriculture, somewhat narrower in its scope than *Agricultural Index* but more comprehensive within that scope. The first year's issues were split into six sections by fields; later issues have consisted of a single listing with author and subject indexes. The fields covered include agricultural economics and rural sociology, agricultural engineering, entomology, plant science, forestry, food processing and distribution, nutrition, animal husbandry, soils and fertilizers, and other more minor aspects of agricultural science.

Blue Book of Southern Progress [15·4] discusses the development of agriculture in 16 Southern states.

Catalogue systématique; Classified Catalogue. International Institute of Agriculture. Rome: The Institute. 1948. 2747 pp.

Catalogue of the collection of the institute, one of the largest agricultural libraries in the world. Listings arranged according to the Universal Decimal System, with author and subject indexes. Subjects are in French.

Commercial Fruit and Vegetable Products. W. V. Cruess. 3d ed. New York: McGraw-Hill Book Company, Inc. 1948. 906 pp.

A comprehensive survey of a wide variety of crops, primarily in the horticultural and truck-gardening realms. The approach is from the commercial point of view, with considerable data on the harvesting and preservation, including canning, of fruits and vegetables.

Conservation Yearbook [16·109] contains considerable information on new developments in soil conservation and other aspects of agricultural conservation.

Crop Production. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office.

A brief yearly publication, essentially an abstract of *Agricultural Statistics*, that summarizes the previous year's figures on acreage, yield, and production of principal crops by states, with comparative figures.

Crops in Peace and War. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1952. 942 pp.

The 1950–1951 Yearbook of the department, this issue surveys the main crops of the

United States, emphasizing particularly the new developments in uses of agricultural by-products. As usual in the yearbooks, there are useful bibliographies.

Cyclopedia of American Agriculture. Liberty Hyde Bailey. New York: The Macmillan Company. 1907–1909. 4 vols.

Now extremely out of date, this comprehensive survey of agriculture in the United States and Canada is primarily useful for research in the history of agriculture.

Decennial Index of Publications Issued by the International Institute of Agriculture (1930–39). Rome: The Institute. 1942. 55 pp.

Bibliography of the prewar publications of this organization, now a part of the Food and Agriculture Organization of the United Nations.

Dictionary of Technical Terms [16·432] defines many terms used in agriculture.

The Farmer's and Farm Student's Handbook. James Gunston. London: Odhams Press Limited. 1955. 320 pp.

A British publication, this work surveys in standard reference fashion the practical aspects of farming in Great Britain. Detailed index.

The Farmer's Handbook. John M. White. Norman, Okla.: University of Oklahoma Press. 1948. 440 pp.

An illustrated reference guide to crops, animal husbandry, soil conservation, and other common aspects of agriculture.

Farm Market Data Book. *Country Gentleman*. Philadelphia: Curtis Publishing Company. 1952. 81 pp.

Gives for each U.S. county, state, and region number of farms; number of farms selling yearly products worth \$4000 and over; number of farm autos, trucks, and tractors; farms with electricity; value of farm lands and buildings; and value of farm products sold.

Field Crops. Howard C. Rather and Carter M. Harrison. 2d ed. New York: McGraw-Hill Book Company, Inc. 1951. 446 pp.

Arranged by crop, this work presents basic data on each crop, data on planting and cultivation, and production statistics. Bibliography.

The First World Agricultural Census (1930). International Institute of Agriculture. Rome: The Institute. 1939. 5 vols.

A cumulation of reports first published in separate bulletins, this is a compilation of statistics presented by the governments of the countries covered. The first volume discusses the methods used in making the census and tabulating the results. The second and third volumes cover most of Europe, not including the USSR; Vol. 4 covers North America and parts of Latin America; Vol. 5 reports on various countries of Asia, Africa, Australia, and New Zealand.

Ford Farm Ranch Home Almanac. John Strohm, ed. New York: Simon and Schuster, Inc. 1953- .

An annual publication, it devotes much of its space to agriculture, including world farming news, new developments in agricultural techniques, a farmer's almanac, and other features that vary from year to year. Sections on home management for the farm family and on gardening. Index.

French-English Science Dictionary [7·3] includes many of the terms used in the agricultural sciences.

Handbook of Food and Agriculture. Fred C. Blanck, ed. New York: Reinhold Publishing Corporation. 1955. 1039 pp.

A symposium by 26 experts. Besides sections on food and food preservation, there are chapters on soils, soil fertility, soil microbiology, fertilizers, insecticides, growth regulants, enzymes, and antioxidants. Listings of research groups, scientific societies, trade associations, and agricultural experimental stations. Extensive bibliography.

Index to Publications of the U.S. Department of Agriculture, 1901-40. Mary A. Bradley, ed. Washington, D.C.: Government Printing Office. 1932-1943. 4 vols.

One of a series of guides to the most important single groups of agricultural publications in the U.S. It supplements a publication (see below) covering the years 1840 to 1901 and will no doubt be supplemented by succeeding indexes.

Index to the Literature of American Economic Entomology [16·230] contains data on insect control for the periods covered of interest to students of agricultural history.

International Yearbook of Agricultural Statistics. International Institute of Agriculture. Rome: The Institute. 1912-1947.

In French and English, arranged by countries, statistical data on acreage, yields, prices, domestic and foreign trade in agriculture, census of farm animals, etc. Superseded from 1948 by *Yearbook of Food and Agricultural Statistics* (see below).

List by Titles of Publications of the U.S. Department of Agriculture from 1840 to June 1901. R. B. Handy and Minna A. Cannon, compilers. Washington, D.C.: Government Printing Office. 1902. 216 pp.

The first major cumulated listing of the Department's publications.

List of the Available Publications of the USDA. Washington, D.C.: Government Printing Office.

A frequently revised listing of the current publications of the Department of Agriculture.

Midwest Farm Handbook. 4th ed. Ames, Iowa: Iowa State College Press. 1957. 432 pp.

"Prepared as a service to agriculture by the staff of Iowa State College," this publication contains detailed data on and a guide to agriculture as practiced in the Middle Western states. Many photos, diagrams, and maps.

Modern Farmers' Cyclopedia of Agriculture. Earley Vernon Wilcox. Rev. ed. New York: Orange Judd Publishing Company, Inc. 1952. 543 pp.

Consists of several hundred entries arranged in alphabetical order in eight sections—field crops, garden crops, fruits and nuts, beef cattle and dairying, other livestock, poultry, drainage, fertilizers, irrigation, soils, etc., and miscellaneous. Index. Well illustrated with photos.

The 1945-1951 Catalogue of Publications. Food and Agriculture Organization of the United Nations. Rome: The Organization. 1952.

A list of all titles published by the FAO up to April, 1952, as well as all available publications of the International Institute of Agriculture (1910-1946).

Rand McNally Commercial Atlas [15·2] contains a state-by-state agricultural analysis

of the U.S., with various economic agricultural maps and harvest-season maps. There is also a less detailed treatment of the agriculture of Canada and other foreign countries.

Science in Farming. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1948. 944 pp.

The 1943–1947 Yearbook of the Department of Agriculture, this issue is devoted to outlining and describing World War II–period scientific advances in all aspects of agriculture. Many bibliographies.

United States Census of Agriculture: 1950. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office. 1952–1953. 4 vols.

Vol. I gives agricultural statistics as of 1950 by counties and states and regions. Vol. II, the “General Report,” gives statistics by subjects in 13 different chapters. Vol. III covers irrigation. Vol. IV treats drainage.

World Population and Production [16·147] includes considerable data on world agriculture, both current and historical, much of it in the form of statistical tables.

16·8 Air Conditioning

SEE ALSO Heating and Ventilation; Refrigeration.

Air Conditioning Refrigerating Data Book [16·378], a 1956 publication of the American Society of Refrigerating Engineers, contains detailed data on the theory, design, installation, operation, and maintenance of all types of air-conditioning equipment.

Heating, Ventilating, Air Conditioning Guide [16·211] is most useful for its technical refer-

World Production of Raw Materials [16·299] presents in tabular form production figures on major crops by countries and major regions.

Yearbook of Agriculture. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1895– .

Until 1936, this publication was primarily statistical in content, though it contained other material. Beginning in 1936, the statistical data has been included in *Agricultural Statistics* (see above). The yearbooks themselves have appeared under different titles each year containing a large number of articles on different broad subjects each year. Volumes have appeared each year except during the war when a single volume was published for the years 1943–1947. The various yearbooks are listed separately in this chapter under the subjects to which they pertain.

Yearbook of Food and Agricultural Statistics. Food and Agriculture Organization of the United Nations. Rome: The Organization. 1948– .

A continuation of the *International Yearbook of Agricultural Statistics* (see above).

ence sections. It is an annual publication and thus lists the most up-to-date material in a rapidly changing field.

Heating and Ventilating's Engineering Data-book [16·211] contains many technical data of use to air conditioning engineers.

Modern Electric & Gas Refrigeration [16·378] includes a special section on air conditioning.

16·9 Air Force

SEE ALSO Aviation; Military Science.

The Air Force Officer's Guide. George H. Brett and Albert Douglas. New York: McGraw-Hill Book Company, Inc. 1952. 367 pp.

Written especially for the novice officer, this book gives basic data on the organization and structure of the U.S. Air Force and the various programs of the service and outlines the duties of the junior officer and the customs to which he should adhere.

Air Force Register [14·4], essentially a listing of officer personnel, contains other basic data on the Air Force.

The Air Force Wife [16·156] approaches the Air Force from the point of view of an officer's wife and, incidentally, gives considerable data about its organization and customs.

Air Officer's Guide. 8th ed. Harrisburg, Pa.: Military Service Publishing Co. 1955. 548 pp.

A guide for officers and noncoms in the Air Force on the organization's structure, major bases, institutions, schools, and commands; customs and regulations of the service; pay and allowances, etc. Many illustrations.

The Official Guide to the Army Air Forces, AAF. New York: Simon and Schuster, Inc. 1944. 380 pp.

A wartime guide to the organization, customs, and regulations of the Army Air Force.

16·10 Airplanes

SEE ALSO Aviation.

The Aircraft of the World. William Green and Gerald Pollinger. Garden City, N.Y.: Hanover House. 1954. 160 pp.

A British book, this work includes a full description of and performance data on almost every current airplane, about 600 in all. Most planes are illustrated with a photo and three silhouettes to facilitate identification.

The Aircraft Year Book. Washington, D.C.: Lincoln Press, Inc. 1920- .

An annual publication of the Aircraft Industries Association of America containing comprehensive data on all phases of the development and manufacture of aircraft. Numerous illustrations. Current editions comprise nearly 500 pages.

All about Aircraft. D. M. Desoutter. New York: John de Graff, Inc. 1955. 474 pp.

A résumé of current developments in airplanes, with some 175 photos and 147 diagrams.

Famous Fighters of the Second World War. William Green. Garden City, N.Y.: Hanover House. 1957. 127 pp.

Histories and performance records of the fighters used by the various armed services of the U.S., Britain, Japan, and Germany during World War II. Numerous illustrations. Arrangement by service.

Jane's All the World's Aircraft. Leonard Bridgman, ed. New York: McGraw-Hill Book Company, Inc. 1909- .

Annually published, this is the most comprehensive and widely considered the most authoritative guide to current civil and military aircraft. Recent editions cover the planes

The United States Air Force Dictionary. Woodford A. Heflin, ed. Princeton, N.J.: D. Van Nostrand Company, Inc. 1956. 589 pp.

More than 16,500 alphabetically arranged entries define the special language of the Air Force and military aviation, including military terms and technical terms from aeronautics, aerodynamics, meteorology, electronics, atomic energy, and military administration. Slang terms are also included.

of more than 60 countries. Each year's edition introduces new planes and drops obsolete craft. Specifications and performance data are given wherever possible, as well as photos, diagrams, and other illustrations. The work is organized for quick reference. Special features include service and civil aircraft markings; lists of first flights and data on aircraft manufacturers; data on engines; details on airships; and indexes of aircraft, helicopters, and engines.

The Jet Aircraft of the World. William Green and Roy Cross. Garden City, N.Y.: Hanover House. 1955. 176 pp.

Another British book, this work covers the development of jet propulsion in airplanes with more than 600 illustrations. An important feature is a series of four-view drawings of about 40 of the most important current jet aircraft of the world. In addition, virtually every jet plane ever flown is covered in chronological order, with useful diagrams and photos.

Ships and Aircraft of the United States Fleet [16·302] gives basic data on and some photos of current naval aircraft.

World Aircraft Recognition Manual. C. H. Gibbs-Smith and L. E. Bradford. New York: John de Graff, Inc. 1956. 269 pp.

A British work that contains an introduction to the principles of aircraft recognition and its teaching. Aircraft are divided into seven basic classes with specific aircraft listed alphabetically in each group. General descriptions, three silhouettes, and two action photos of each plane are included where possible. This is done with most U.S. and British planes but not with all Soviet craft. Other planes covered include those from the air forces of France, Canada, Sweden, and other countries.

Names of individual planes covered are indexed.

The World's Fighting Planes. William Green and Gerald Pollinger. New York: Doubleday & Company, Inc. 1955. 237 pp.

16·11

Airports

SEE ALSO Air Transport.

The Aviation Week Airport Directory. The National Authority on Airport Facilities. New York: McGraw-Hill Book Company, Inc. 1953- .

An annual publication, this work lists alphabetically by states and cities all current airports with basic data for the pilot on size, lighting, facilities, etc. There is a separate

A reference guide to about 240 current military aircraft, primarily British, American, and Soviet, but also including some planes of smaller air forces. Basic data on and photos and silhouettes of each plane given wherever possible.

guide to seaplane facilities. Other features include various maps and charts, tables of U.S. Omniranges and airway radio communications identifiers. There is also data on state fuel taxes and on various associations connected with aviation. International civil aircraft markings are shown and there is an international aviation vocabulary as well as a list of aviation abbreviations.

16·12

Air Transport

SEE ALSO Aviation; Transportation; Travel and Tourism.

The ABC World Airways Guide. London: Thomas Skinner & Co. (Publishers), Ltd. 19- .

A frequently, usually annually, republished collection of airline timetables throughout the world, with special emphasis on Europe. Other basic data of use in air travel are included, such as addresses of ticket agencies, etc.

Aboard and Abroad [16·477] includes data on transatlantic airlines with the New York addresses of the lines. There is also information on air travel within Europe.

Bradshaw's British and International Air Guide. London: Henry Blacklock & Co., Ltd. 1934- .

Published monthly, this work gives condensed timetables of all scheduled airlines throughout the world. It also lists addresses of airline offices in all major cities, limousine services, fares, baggage and cargo rates, etc.

Canadian Official Railway Guide with Airlines [16·373] contains schedules of air transport in Canada and out of Canada.

Civil Aeronautics Board Official Airline Route and Mileage Manual. Washington, D.C.: Air Traffic and Service Corporation. 1955- . 2 vols.

A bimonthly publication, Vol. 1 covers U.S. routes; Vol 2 covers international and overseas routes.

Official Airline Guide. Washington, D.C.: American Aviation Publications. 19- .

Published in monthly revised editions, this work appears in two editions. The North American edition gives complete schedules and fares of all U.S. and Canadian airlines as well as of international carriers serving the U.S. There are also such travel data as information on reservations and tickets, etc. The world-wide edition gives schedules in somewhat condensed form for all the world's airlines. Fares quoted for over 150,000 possible trips.

Official Guide of the Railways and Steam Navigation Lines of the United States, Porto Rico, Canada, Mexico, and Cuba [16·373] also includes basic airline schedules.

Official Steamship and Airways Guide [16·447] includes basic domestic and international airline schedules with fares.

16·13 Alcoholic Beverages

SEE ALSO Brewing; Food; Wines.

Esquire Drink Book. Frederic A. Birmingham, ed. New York: Harper & Brothers. 1956. 310 pp.

A guide to all kinds of alcoholic beverages, how to buy, store, and serve them. In addition, there are recipes for more than 1000 kinds of mixed drinks. There are numerous illustrations.

How and When. Hyman Gale and Gerald F. Marco. Chicago: "Marco's." 1945. 224 pp.

A comprehensive guide to the making of mixed drinks and the serving of all types of alcoholic beverages.

What, When, Where and How to Drink. Richard L. Williams and David Myers. Indianapolis: The Bobbs-Merrill Company, Inc. (Also in paperbound edition, New York: Dell Publishing Company, Inc.) 1955. 159 pp.

Various chapters by different authors on drinking; use of liquor and wines at various social functions; liquor specialties abroad and in U.S.; how to equip a home bar, and how to use it; 184 recipes for cocktails and other drinks. Brief bibliography.

The Wise Encyclopedia of Cookery [16·175] contains a fair number of entries on various alcoholic beverages and their use.

Allusions. SEE Literature.

16·14 Alphabet

SEE ALSO Language.

Almost every general encyclopedia includes an entry on the origins and development of the alphabet. In addition, the first entry for each letter of the alphabet in most sets discusses that letter's origin, development, and use. Perhaps those entries in *Encyclopaedia Britannica* [5·1] are the most extensive.

The Shaping of Our Alphabet. Frank Denman. New York: Alfred A. Knopf, Inc. 1955. 228 pp.

Essentially a study of the alphabet in type, this work contains much useful historical and linguistic data. Appendix on how type is made. Well illustrated with photos and lithographs.

26 Letters. Oscar Ogg. New York: Thomas Y. Crowell Company. 1948. 254 pp.

Separate chapters, each treating one letter of the Latin alphabet, trace the origin and development of each letter. Illustrations and maps.

16·15 Americana

SEE ALSO Antiques; Book Collecting; Cowboys; History (United States); Literature (American).

AB Bookman's Yearbook [9·2] particularly emphasizes Americana in its listings.

Bookman's Guide to Americana. J. N. Heard. New Brunswick, N.J.: Scarecrow Press. 1953. 504 pp.

An exhaustive listing of rare American books and a guide to their collecting.

Guide to the Life and Literature of the Southwest [16·259b] is an excellent guide to the Americana of the Southwest.

The Look of the Old West [16·216p] is a guide to the minutiae of life in the West of the 1800s. Many drawings and photographs.

Pacific Northwest Americana. Charles W. Smith. 3d ed., rev. and enl. Portland, Ore.: Binfords & Mort Publishers. 1950. 381 pp.

A check list of books and pamphlets relating to the history of the Pacific Northwest.

American Indians. SEE Indians, American.

Americanisms. SEE Language. SEE ALSO 7·2 (Americanisms).

16·16

American Revolution

SEE ALSO History (United States).

Sources and Documents Illustrating the American Revolution, 1764–88, and the Formation of the Federal Constitution.

Samuel Eliot Morison. 2d ed. Oxford: Clarendon Press. 1929. 423 pp.

An exhaustive guide to research on the beginnings of the United States.

16·17

Amish

SEE ALSO Protestantism; Religion.

Annotated Bibliography on the Amish. John A. Hostetler. Scottdale, Pa.: Herald Press. 1951. 100 pp.

"An annotated bibliography of source materials pertaining to the Old Order Amish Men-

nonites," especially useful for students doing research in this field. The annotations are most valuable. There is an analytical subject index with addresses of the periodicals cited. Listings include books and pamphlets, graduate theses, articles, and unpublished sources.

Amphibians. SEE Reptiles and Amphibians.

Amusements. SEE Art and the Arts; Bridge; Card Games; Dance and Dancing; Games and Recreations; Literature; Motion Pictures; Music; Sports; Theater.

16·18

Anatomy and Physiology

SEE ALSO Biology; Medicine; Sex.

Anatomy of the Human Body. Henry Gray. 26th ed. Philadelphia: Lea & Febiger. 1954. 1478 pp.

The classic in its field, it has instructed medical students and doctors for many decades. Its sequence parallels current methods of teaching anatomy. Numerous illustrations and excellent bibliographies.

Atlas of Human Anatomy. Franz Frohse. New York: Barnes & Noble, Inc. Rev. ed. 1950. 86 pp.

A pictorial depiction of human physiology with an explanatory text.

The Human Body and Its Functions. C. H. Best and N. B. Taylor. Rev. ed. New York: Henry Holt and Company, Inc. 1948. 500 pp.

A standard textbook in anatomy and physiology, simple enough for the average layman.

Well illustrated and indexed; includes bibliographies.

Man in Structure and Function. Fritz Kahn. New York: Alfred A. Knopf, Inc. 1943. 2 vols.

Originally published in Germany in 1939, this work is an exhaustive—for the layman—coverage of human anatomy, not too technical in its language. Some 400 drawings.

The Science Book of the Human Body. Edith E. Sproul. New York: Franklin Watts, Inc. (Paperbound edition, New York: Pocket Books, Inc.) 1955. 232 pp.

A layman's guide to anatomy in 15 chapters on various aspects of the subject. Many diagrams, an index, and a short bibliography.

Vertebrate Body. Alfred Sherwood Romer. Rev. ed. Philadelphia: W. B. Saunders Company. 1955. 450 pp.

A college textbook in comparative anatomy, especially useful for its more than 400 illustrations, many in color.

Angling. SEE Fishing.

16·19

Animal Life

SEE ALSO Agriculture; Bacteriology; Biology; Birds; Ecology; Fish; Fossils; Insects; Mammals; Nature Study; Pets; Poultry; Reptiles and Amphibians; Spiders; Veterinary Medicine; Zoology; Zoos.

American Wild Life Illustrated. Federal Writers' Program. New York: Wm. H. Wise & Co., Inc. 1947. 749 pp.

Basic descriptive matter and photos of American mammals, fish, reptiles, amphibians, and birds. Contents indexed.

The Animal Kingdom. Frederick Drimmer, ed. New York: Doubleday & Company, Inc. 1954. 3 vols.

A popularly written guide to the wildlife of the world of every variety, including the invertebrates. Organized by families, the work is well organized for reference through a single index. Many illustrations.

The Animal Kingdom. George G. Goodman and others. New York: The Greystone Press. 1954. 3 vols.

A most readable description of virtually every variety of living creature, with 550 drawings and 100 photographs, many in full color.

Animals of the Past [16·180] is one of the most thorough guides to prehistoric animal life.

Animals of the Seashore. Muriel Lewin Guerberlet. 2d ed. Portland, Ore.: Binford & Mort, Publishers. 1948. 423 pp.

A guide to the animal life of the California, Oregon, and Washington coasts, with some 200 illustrations.

Animals of the World. J. Walker McSpadden, ed. New York: Garden City Books. 1941. 2 vols.

A popularly written collection of basic data on the principal members of all families of the animal world. A single index.

Birds and Beasts. Charles Greeley Abbott, ed.-in-chief. New York: Series Publishers, Inc. 1949. 348 pp.

Vol. 9 in the "Smithsonian Series," this volume is divided into two parts. The first describes a wide variety of birds; the second

treats mammals by families and species. A single index. Well illustrated with photos and drawings.

Familiar Animals of America. Will Barker. New York: Harper & Brothers. 1956. 300 pp.

Brief chapters on 46 mammals and six families of amphibians found in North America. Drawings showing the animals, the type of habitat customary to each, and their tracks.

The Farmer's and Farm Student's Handbook [16·7] contains much useful data on farm animals, beneficial birds and insects, and other data, from the British farmer's point of view.

Field Book of Animals in Winter. Ann Haven Morgan. New York: G. P. Putnam's Sons. 1939. 592 pp.

Descriptive data on how animals, mostly American, spend the winter. Illustrations of animal tracks.

A Field Guide to Animal Tracks. Olaus J. Murie. Boston: Houghton Mifflin Company. 1954. 374 pp.

A simple key to the more than 1000 illustrations makes it possible to identify the tracks of virtually all North American mammals, as well as many birds and insects.

Manual of the Common Invertebrate Animals Exclusive of Insects. Henry Sherring Pratt. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1935. 854 pp.

Description, by families, of the majority of invertebrates. Detailed glossary of terms.

Name That Animal. Ernest C. Driver. Northampton, Mass.: The Author. 1950. 558 pp.

A key to the identification of land and fresh-water animals through the use of a system of key numbers geared to descriptions of minutiae and to illustrations. Bibliography.

Natural History. Charles Tate Regan. New York: John de Graff, Inc. No date. 896 pp.

A simply written description by families of most forms of animal life. Both scientific and popular data are included. More than 1000

photographs and 16 color plates. Exhaustive index.

Parade of the Animal Kingdom. Robert Hegner. New York: The Macmillan Company. 1935. 675 pp.

A readable, popular descriptive guide of all kinds of animal life.

Wild Animals In and Out of the Zoo. William M. Mann. New York: Series Publishers, Inc. 1949. 380 pp.

Popularly written description of common wild birds and mammals, well illustrated with photos. An appendix table of animals, with basic data, organized by families, is useful.

Detailed index. Vol. 6 in the "Smithsonian Series."

Wild Animals of North America. Edward W. Nelson. Washington, D.C.: National Geographic Society. 1930. 254 pp.

Especially useful for its collection of superb photographs. There are 93 black-and-white illustrations and 108 in full color.

Wildlife of the Pacific Northwest. Margaret McKenny. Portland, Ore.: Binfords & Mort Publishers. 1954. 314 pp.

Animals, birds, and plants of the Northwest are described with 143 black-and-white photographs and five color plates as illustrations.

Anniversaries. SEE Holidays and Anniversaries.

16·20

Anthropology

SEE ALSO Archaeology; Ethnology; Folklore; Indians, American; Mythology; Sex; Social Science.

Anthropology Today, an encyclopedic inventory. A. L. Kroeber, ed. Chicago: University of Chicago Press. 1953. 928 pp.

A symposium by some 50 prominent anthropologists on all phases of the problems and achievements of modern anthropological studies. Forty chapters deal with problems of the fundamental science and 10 treat application. Thoroughly indexed.

Curiosities of Popular Customs [16·155] includes many items of anthropological interest.

Dictionary of Anthropology. Charles Winick. New York: Philosophical Library, Inc. 1955. 586 pp.

Definitions of more than 10,000 basic terms in the fields of archaeology, anthropology, and linguistics. Some biographies of early leaders in the field.

Forgotten Religions [16·379], in its studies of extremely ancient religions, delves as much into anthropology as it does into religion in its relating of social customs to religious practices.

Funk & Wagnalls Standard Dictionary of Folklore, Mythology, and Legend [16·173] includes a number of entries primarily of anthropological interest. Many of its bibliographies are useful to anthropologists.

Man from the Farthest Past. Carl Whiting Bishop and others. New York: Series Publishers, Inc. 1949. 384 pp.

Popularly written description of the development of mankind. Many illustrations, and a comprehensive index. Vol. 7 in the "Smithsonian Series."

A Pacific Bibliography. Clyde R. H. Taylor. Wellington, N.Z.: Polynesian Society. 1951. 492 pp.

An annotated check list of all types of publications relating to the peoples of Polynesia, Melanesia, and Micronesia. A map.

The Races of Europe. Carleton S. Coon. New York: The Macmillan Company. 1939. 739 pp.

One of the most readable studies of European peoples of the past and present, well organized for easy reference. Many illustrations.

A Select List of Books on the Civilizations of the Orient [15·3] cites many works on Asia of primarily anthropological interest.

Source Book for African Anthropology. Wilfrid Dyson Hambly. Chicago: Chicago Museum of Natural History. 1937. 2 vols. Supplement: *Bibliography of African Anthropology, 1937-49.* Wilfrid Dyson Hambly. Chicago: Chicago Museum of Natural History. 1952; 142 pp.

A comprehensive annotated listing of works in a major field of anthropology. Main volumes carry 111 photos. Supplement not illustrated.

16·21

Antibiotics

SEE ALSO Drugs.

A Dictionary of Antibiosis. Leonard Karel and Elizabeth Spencer Roach. New York: Columbia University Press. 1951. 373 pp.

Contains several thousand entries, making it a virtually complete source book on its field. Alphabetically arranged entries treat plants that have yielded or been tested for presence of antibiotic substances, organisms attacked by antibiotics, etc. Emphasis is placed on clinical and experimental use of the substances, with results of experiments noted. A number of diagrams and charts.

Handbook of Antibiotics. A. L. Baron, Henry Welch, and Walter J. Derenberg. New York: Reinhold Publishing Corporation. 1950. 311 pp.

A guide to about 140 different antibiotics, discussed in alphabetical order. All aspects of experimentation with and use of each are discussed. Glossary of antibiotic-producing organisms.

The Science of Wonder Drugs. Donald Gray Cooley. New York: Pocket Books, Inc. 1953. 247 pp.

Popular discussion of antibiotics and other new drugs, written for the layman. Index.

16·22

Antiques

SEE ALSO Art and the Arts; Furniture; Glass and Glassware; Hobbies; Sales and Auctions.

Antiques A to Z. Edward Wenham. New York: Thomas Y. Crowell Company. 1955. 159 pp.

Brief encyclopedia of antiques, particularly American. Primarily for the beginner.

The Art and Antique Restorers' Handbook [16·210] contains much of interest to the antique collector in its data on the restoration of antiques; it is especially useful in its tips on how to detect fraudulent antiques.

Collecting Antiques in America. Thomas H. Ormsbee. New York: Dodd, Mead & Company, Inc. 1940. 319 pp.

Readable history of American furniture, glass, silver, paintings, prints, porcelains, pottery, textiles, needlework, and metalwares. A number of illustrations.

The Concise Encyclopaedia of Antiques. L. G. G. Ramsey, ed. New York: Hawthorn Books, Inc. 1954-1957. 3 vols.

Data on a selected group of antiques in a wide number of fields: furniture, glass, ceramics, enamelware, pewter, silver, jewelry, clocks and watches, arms and armor, books, needlework, rugs, miniatures, drawings and prints, and watercolors and paintings. Emphasis lies on British and European works, though there is some American furniture, as well as Oriental ceramics and rugs. Many fine illustrations, and a detailed index. The first supplement adds 24 new subjects, treated in much the

same fashion; the second supplement adds 27 new subjects.

Connaissance des styles. Arthur Kohler. Bern, Switzerland: Herbert Lang & Cie. 1953. 410 pp.

Encyclopedic pictorial guide to the identification of styles in architecture, furniture, textiles, and needlecraft. A well-thought-out arrangement makes it easy to locate and identify various styles. There are two editions of the work, one in French, one in German, but the English-speaking person will find little difficulty in using either edition because most of the proper names are close to their English equivalents. Bibliography, an especially good guide to European works in the field.

Directory of Antique Furniture. F. Lewis Hinckley. New York: Crown Publishers, Inc. 1953. 355 pp.

Classification of European and American furniture designs for antique dealers and collectors. More than 1100 photographs.

Encyclopedia of Antiques. Harold Lewis Bond. New York: Tudor Publishing Co. 1945. 389 pp.

Well-illustrated guide to antiques, with entries arranged in alphabetical order. Lengthy bibliography.

Handbook of Tomorrow's Antiques. Carl W. Drepperd and Marjorie Matthews Smith. New York: Thomas Y. Crowell Company. 1953. 212 pp.

Essentially a guide to the best of contemporary products in home furnishings. Many illustrations.

How to Know American Antiques. Alice Winchester. New York: Dodd, Mead & Company, Inc. 1951. 191 pp.

Guide to American antiques—furniture, glassware, metalware, lighting equipment, pictures, needlecraft, etc.—from the early 1600s to about 1900. More than 300 illustrations, including 4 color plates.

Mastai's Classified Directory of American Art and Antique Dealers [16·27] contains classified lists by states and cities of dealers in Americana, antiques, collector's items of

all sorts, and repairers and restorers of antiques.

Prime Antiques and Their Current Prices. Thomas H. Ormsbee. New York: Dodd, Mead & Company, Inc. 1947. 419 pp.

Accurate descriptions, with prices, origins, and dates, with illustrations of the most important items sold at antique and art auctions during the 1946–1947 period.

A Storehouse of Antiques. Thomas H. Ormsbee. New York: Dodd, Mead & Company, Inc. 1947. 155 pp.

Well-illustrated description of major styles of American antique furniture, glassware, silver, chinaware, ceramics, prints, pewters, and textiles.

Antonyms. SEE 7·2 (Synonyms and Antonyms).

Apes. SEE Animal Life; Monkeys.

Applied Science. SEE Inventions; Manufacturing; Science; Technology.

Aquariums. SEE Fish; Museums; Tropical Fish.

Arachnida. SEE Spiders.

16·23

Archaeology

SEE ALSO Anthropology; History; Social Science.

The larger and more traditional general encyclopedias tend to be the best general sources on archaeological data, since this is essentially an adult subject. Of these, perhaps *Collier's Encyclopedia* [5·1] and *Encyclopaedia Britannica* [5·1], will prove the most useful. Also valuable, especially for pictures, are the various foreign-language encyclopedias; of these, *Enciclopedia italiana* [5·3] and *Der Grosse Brockhaus* [5·3] are probably the most notably useful sources in this field.

Art Index [8·5] indexes articles on archaeology appearing in more than 120 periodicals and museum publications.

Dictionary of Anthropology [16·20] defines many terms in the field of archaeology.

Encyclopaedia of the Social Sciences [16·411] treats archaeology as one of its major fields.

Everyday Life in Ancient Times. Washington, D.C.: National Geographic Society. 1951. 356 pp.

A reconstruction by a group of noted archaeologists of the life of such ancient civilizations as Mesopotamia, Egypt, Greece, and Rome. 120 pages of paintings in color, 5 maps, and 90 black-and-white photographs.

Harper's Dictionary of Classical Literature and Antiquities [16·259d] contains many entries, primarily on ancient place names, of use in the study of archaeology.

Oxford Classical Dictionary [16·259d] includes many entries on ancient place names and other subjects useful in archaeological studies.

Oxford Companion to Classical Literature [16·259d] contains much the same sort of data, cast in a somewhat more scholarly form. Its bibliographies are especially valuable.

A Select List of Books on the Civilizations of the Orient [15·3] lists a number of works useful in Oriental archaeology.

16·24

Archery

SEE ALSO Sports.

Archery. Natalie Reichert and Gilman Keasey. New York: A. S. Barnes and Company. 1940. 95 pp.

A how-to-do-it guide to the sport. Glossary of special terms.

16·25

Architecture

SEE ALSO Art and the Arts; Building and Contracting; Churches; City Planning; Civil Engineering; Gardening; Interior Decoration; Marine Engineering and Architecture; Technology.

Webster's New International Dictionary [7·1] is an especially useful source for definitions of architectural terms since it illustrates many of them with line drawings. The larger general encyclopedias contain fairly lengthy entries on architectural subjects. *Encyclopaedia Britannica* [5·1] contains probably more entries defining architectural terms than any other similar source. *The American Peoples Encyclopedia* and *Collier's Encyclopedia* [both 5·1] contain a large number of entries of an up-to-date nature on various national architectures, including the Latin-American, Chinese, and Japanese. Also, guidebooks [see 15·1] are useful for data on specific buildings.

American Architects' Directory [14·4], besides biographical data, includes in its appendix articles on the value and the selection of an architect. It lists architectural competition code procedures and gives the American Institute of Architects' basic schedule of architectural services. It gives the standards of professional practice of American architects and lists schools of architecture and state registration boards in the United States.

The American Guide [15·4] includes in its introductory matter a useful résumé of American architecture. The various volumes on the separate states issued by the Federal Writers Project as "The American Guide Series" [15·4], on which this volume is based, each includes a separate chapter on the local architecture of each state.

The Architectural Index [8·5] indexes back to 1950 seven principal architectural magazines. Listings are indexed under architects

and designers, general building types, and locations of particular buildings.

Architecture through the Ages. Talbot F. Hamlin. Rev. ed. New York: G. P. Putnam's Sons. 1944. 680 pp.

A standard history of architecture, well organized through its index for quick reference to schools of architecture and to specific outstanding buildings.

Dictionary of Architecture. Henry H. Saylor. New York: John Wiley & Sons, Inc. 1952. 221 pp.

Prepared especially for the practicing architect, this work defines both the terms used in actual design and construction and those used in the study of the history of architecture.

Forms and Functions of Twentieth-century Architecture. Talbot F. Hamlin, ed. New York: Columbia University Press. 1952. 4 vols.

A voluminous collection of essays on all aspects of contemporary architecture. The first two volumes treat the structural and aesthetic aspects of architecture. The final two volumes treat specific building types, emphasizing the use of new materials and techniques. There are 51 chapters in all, with some 3745 illustrations.

A Guide to Early American Homes. Richard Pratt and Dorothy Pratt. New York: McGraw-Hill Book Company, Inc. 1956. 2 vols.

Pictures and text depicting more than 1800 outstanding older houses in all parts of the United States. Vol. 1 includes houses in the North; Vol. 2, the South. Information given includes data on when houses are open to the public, visiting fees, etc., as well as general details about architecture and decoration.

History of Architecture. Sidney F. Kimball and George H. Edgell. New York: Harper & Brothers. 1918. 621 pp.

A standard history of architecture, now, of course, useful only for earlier times. Extensive glossary of terms, and a bibliography.

A History of Architecture on the Comparative Method. Bannister Fletcher. 15th ed., rev. and enl. New York: Charles Scribner's Sons. 1950. 1033 pp.

A new revision of a standard work first published in 1896, this work treats styles of architecture according to the influences that produced them, the chief characteristics of each style, with examples, a comparative analysis of the elements in each style, and a list of reference sources on each. Written in chapter form, its organization is such as to facilitate reference. Comprehensive index, especially useful for finding data on specific buildings.

Kidder-Parker Architects' and Builders' Handbook. Frank Eugene Kidder and Harry Parker. 18th ed., enl. New York: John Wiley & Sons, Inc. 1931. 2315 pp.

A collection of data, excellent in its time, for architects and builders. Now somewhat dated, it is still useful for fundamentals.

The Living Past of America. Cornelius Vanderbilt, Jr. New York: Crown Publishers, Inc. 1955. 234 pp.

A picture book of several hundred famous American buildings, such as the restorations at Williamsburg, Independence Hall, and the Alamo, with more than 500 illustrations. The text includes travel data for all those buildings open to public inspections, with hours, admission fees, and other information.

A Short Dictionary of Architecture. Dora Ware and Betty Beatty. New York: Philosophical Library, Inc. 1946. 109 pp.

A brief glossary of architectural terms, including common terms used in building construction.

Slovak Folk Art [16·27] includes data, with pictures, of Slovakian architecture.

The Story of Architecture in America. Thomas E. Tallmadge. New ed., rev. and enl. New York: W. W. Norton & Company, Inc. 1936. 332 pp.

A standard history of American architecture, with bibliographies.

Time-saver Standards. 3d ed. New York: F. W. Dodge Corporation. 1954. 888 pp.

A technical book designed primarily for the architect, engineer, and builder. Contains 405 technical studies on all aspects of building, including architectural symbols, structural design, designs for special rooms, such as kitchens and bathrooms, designs for specific commercial buildings, designs for outdoor buildings, and uses of specific materials. Nearly 2000 topics are included, which may be located through a single index. Large number of photos, diagrams, and charts.

A Treasury of Early American Homes. Richard Pratt. New York: McGraw-Hill Book Company, Inc. 1949. 136 pp.

A picture book with well-written text covering outstanding examples of early American domestic architecture.

Arithmetic. SEE Mathematics.

Armed Forces. SEE Air Force; Army; Marine Corps; Military Science; Navy.

Arms, Coats of. SEE Heraldry.

16·26

Army

SEE ALSO Military Science.

The Army Officer's Guide. Paul D. Harkins and Philip Harkins. New York: McGraw-Hill Book Company, Inc. 1951. 512 pp.

Outline of the organization and structure of the U.S. Army with a guide to the duties of the junior officer and discussion of cus-

toms, regulations, and practices of the service.

The Army Wife [16·156] discusses the Army from the point of view of the serviceman's wife and her role in Army life. Considerable incidental data on the Army.

Histories of American Army Units World Wars I and II and Korean Conflict with

Some Earlier Histories. C. E. Dornbusch, ed. Washington, D.C.: Department of the Army, Special Services Division. 1956. 310 pp.

Annotated bibliography of more than 2000 histories of U.S. Army units, many of which have never been listed elsewhere.

The Officer's Guide. 21st ed. Harrisburg, Pa.: Military Service Publishing Co. 1955. 546 pp.

Guide to the organization and structure of the Army, its laws, customs, and regulations. Frequently republished (about every 15 months). Many illustrations.

16·27

Art and the Arts

SEE ALSO Antiques; Architecture; Ballet; Ceramics; Color; Dance and Dancing; Design; Drama; Flower Arrangement; Graphic Arts; Interior Decoration; Literature; Motion Pictures; Museums; Music; Needlecraft; Painting; Pewter; Prints; Prizes and Awards; Sales and Auctions; Sculpture; Silver; Theater.

It would be difficult to single out any one or two general encyclopedias as being superior to the rest in their coverage of the arts since virtually all those discussed in 5·1 give extensive treatment of this field, both in text and in illustrations. Thus, the person seeking information on the arts should remember that general encyclopedias as a whole are exceptionally useful sources. Those which include a large number of illustrations in color are useful for locating examples of famous pieces of art. Those with indexes—such as *Encyclopaedia Britannica*, *Encyclopedia Americana*, and *Collier's Encyclopedia* [all 5·1] list such illustrations in their indexes. *World Book Encyclopedia* [5·1] in its Reading and Study Guide (Vol. 19) gives a separate index to both its color and black-and-white illustrations of famous paintings and other art pieces. *American Peoples Encyclopedia* [5·1] contains separate sections on American painting and on paintings in general, depicted in color. *Britannica Junior* [5·1] reproduces many paintings in color as illustrations for a large number of different subjects. The recently revised foreign-language encyclopedias, such as *Der Grosse Brockhaus* [5·3] include many illustrations of art pieces, both in color and in black and white. *Enciclopedia italiana* [5·3] contains also many such illustrations, particularly of Roman and later Italian works. Larousse's *Grand Dictionnaire* [5·3] includes a large number of art illustrations, but many are too small to be entirely satisfactory.

American Art Directory. Dorothy B. Gilbert, ed. New York: R. R. Bowker Company. 1898— .

Originally published as the *American Art Annual*, this publication now appears in a revised edition about once each three years. It lists the museums, art schools, and art organizations of the U.S., Canada, and Latin America, with the names of officials, data on collections, numbers of members, etc. Also listed are art magazines, museum publications, traveling exhibitions, and newspapers that report on art. An index indicates museums and galleries holding special exhibitions in important fields.

American Book Illustrators [14·4] locates the books and magazines in which the work of famous illustrators has appeared.

The American Guide [15·4] includes in its prefatory matter a survey of American art. The volumes on which this condensation is based—the “American Guide Series” [15·4]—include in each volume on the separate states a résumé of the art of each state.

Apollo. Salomon Reinach. Rev. ed. New York: Charles Scribner's Sons. 1935. 378 pp.

A modern edition of a famous old history of art, devoted primarily to the classical artists and to French and Italian artists of the Renaissance period. Contains more than 600 excellent illustrations.

Art Index [8·5] indexes more than 120 magazines and museum publications, listing articles in architecture, art and the crafts, industrial design, interior decoration, landscape architecture, pottery, and sculpture.

Art Prices Current. London: Art Trade Press. 1908— .

Except for a four-year hiatus (1917–1920), this annual publication has listed the prices of principal art works sold by auction in London and elsewhere.

Art through the Ages. Helen Gardner. 3d ed. New York: Harcourt, Brace and Company, Inc. 1948. 851 pp.

A standard history of art, made useful for quick reference through a particularly detailed index. Many illustrations.

Catalog of Copyright Entries [9·2], in semi-annual editions, records new and renewed copyrights on maps, works of art, illustrations, motion pictures, and other graphic materials. A cumulative catalogue covering the years 1891–1946 was published in 1947.

Chinese Art. Judith Burling and Arthur Hart. New York: Thomas Y. Crowell Company. 1953. 384 pp.

A comprehensive history of Chinese art, well indexed for reference, with 248 illustrations and 9 color plates.

Classic Myths in English Literature and in Art [16·295] cites many works of art in which classic myths are illustrated and serves as a guide to their interpretation and understanding.

A Dictionary of Classical Antiquities [16·259d] includes a representative number of entries covering major phases of ancient Greek and Roman art.

Dictionary of Technical Terms [16·432] defines many terms used in the fine arts, especially in their practice.

Dictionary of the Arts. Martin L. Wolf. New York: Philosophical Library, Inc. 1951. 797 pp.

A universal guide to the arts, covering, in time, all arts from that of the prehistoric cave dweller up to modern times and, in scope, all the fine arts and the minor arts and crafts, with the exception of literature.

Encyclopedia of the Arts. Dagobert D. Runes and Harry G. Schrickel, eds. New York: Philosophical Library, Inc. 1064 pp.

A detailed coverage of special arts and crafts, arts of specific countries throughout the world, and many special art techniques and materials, in several thousand entries. Prepared by more than 100 experts in the field.

Folk Art in Czechoslovakia. Prague: Artia. 1955. 2 vols.

Issued in two editions, one in English, with a French résumé, and one in German. Each

volume includes about 50 pages of text with some 200 black-and-white illustrations and 16 in color.

Funk & Wagnalls Standard Dictionary of Folklore, Mythology, and Legend [16·173] includes many entries on the arts as they pertain to folklore and mythology. Many of the bibliographies are useful in this field.

A Glossary of Art Terms. John O'Dwyer and Raymond Le Mage. New York: Philosophical Library, Inc. 1950. 148 pp.

There are about 700 brief entries that treat schools of art, art techniques, styles, critical jargon, and various technical terms. Entries follow an alphabetical arrangement.

Guide to Dance Periodicals [8·5] indexes much material in periodicals pertaining to the arts, particularly—so far as the representational arts are concerned—articles on scenery design, and the like.

Harper's Dictionary of Classical Literature and Antiquities [16·259d] contains a number of entries on famous pieces of ancient art.

Harper's Encyclopedia of Art [14·4] approaches the study of art, architecture, sculpture, painting, and the decorative arts primarily through the medium of biography. In addition it contains entries under place names that list outstanding buildings, museums, and the like, and a limited number of entries on famous works of art, schools of art, and the like. Profusely illustrated with photographs and line drawings. Its coverage is largely limited to European art prior to 1900, but it also covers ancient art and some American art.

International Index to Periodicals [8·4] indexes material in periodicals, both in the United States and abroad, on such phases of the arts as the theater arts and musicology. The index until June, 1955, covered some foreign-language publications. Since that time, however, coverage is limited to publications in English.

Liberal Arts Dictionary. Mario A. Pei and Frank Gaynor, eds. New York: Philosophical Library, Inc. 1952. 307 pp.

A quadrilingual dictionary (English, French, German, Spanish) to words commonly used in such cultural fields as the arts, literature, and philosophy. Both definitions and equivalents in other languages included.

A useful tool for the person who reads many foreign-language publications in special cultural fields.

The Literary Market Place [16·365] lists artists and art services who specialize in servicing publishers.

Mastai's Classified Directory of American Art and Antique Dealers. Boleslaw Mastai. New York: Mastai Publishing Co., Inc. 1942- .

Republished approximately every three years, recent editions run to about 500 pages, with over 20,000 names and addresses of one kind or another. Section I lists art museums in the United States, Canada, Mexico, Belgium, Great Britain, France, Italy, The Netherlands, and Switzerland. Section II consists of classified lists, arranged by states and cities, of dealers in Americana, antiques, art, collector's items of all sorts, accessories, designers, repairers and restorers, etc. Section III lists alphabetically by painter all pictures worth more than \$500 sold at auction in New York during a preceding three-year period, with the name of the painting, the price, and the date of sale.

Modern Artists in America. Robert Motherwell and Ad Reinhard, eds. "First Series." New York: George Wittenborn, Inc. 1951. 200 pp.

A guide to modern art in America, a "Second Series," completely revised, was scheduled for 1956. The first volume includes reproductions of major recent art works in painting, sculpture, and other media; a list of exhibitions by artists in New York galleries during the 1949-1950 season; a list of museum acquisitions of modern art, 1949-1950; and an extensive bibliography of recent works in the field. All photographs by Aaron Siskind.

The Negro in Art. Alain Locke. Washington, D.C.: Associates in Negro Folk Education. 1940. 224 pp.

A pictorial study of the Negro artist and of the Negro theme in art.

Oxford Classical Dictionary [16·259d] includes references to famous pieces of ancient art and relates classical legend and mythology to art.

Oxford Companion to Classical Literature [16·259d] contains much the same material, prepared in a more scholarly fashion.

Oxford History of English Art. T. S. R. Boase, ed. New York: Oxford University Press. 1949- . 11 vols.

By 1954, three volumes of this series had appeared. The full set will trace English art from its beginnings to modern times. A final index and copious illustrations make the work especially useful for detailed reference in the field.

Patterns and Principles of Spanish Art. Oskar Hagen. Madison, Wis.: University of Wisconsin Press. 1943. 280 pp.

A comprehensive survey of Spanish art, profusely illustrated with black-and-white photographs. Scholarly in tone, an index facilitates reference.

"The Pelican History of Art." Nikolaus Pevsner, gen. ed. Baltimore: Penguin Books, Inc. 1953- . 48 vols.

By 1955, eight volumes of this survey history of world art had been published. Some volumes cover the art and architecture of particular countries or regions, for example, *The Art and Architecture of India*, *The Art and Architecture of Russia*, *The Art and Architecture of the Ancient Orient*. Others are limited to specific subjects, countries, and times, for example, *Painting in Britain: The Middle Ages*. Each volume runs from 250 to 320 pages, with at least 192 pages of half-tone illustrations. Comprehensive in character, well indexed, scholarly in tone but easy to read, this set will make, when completed, an excellent guide to world art. The low cost of the individual volumes particularly recommends the set.

The Reader's Encyclopedia [16·259a] contains a number of entries referring to the arts, though its emphasis is on literature.

A Select List of Books on the Civilizations of the Orient [15·3] cites a number of publications dealing in whole or in part with Oriental art.

Slovak Folk Art. R. Mrlian. Prague: Artia. 1955. 2 vols.

Vol. 1 deals with architecture, costumes, and embroideries. Vol. 2 treats ceramics, pottery, carvings, and painting. Each volume consists of about 50 pages of text and about 300 illustrations, with some 30 in color. English, French, and German editions.

The Social History of Art. Arnold Hauser. New York: Alfred A. Knopf, Inc. 1951. 2 vols.

A history of art that traces its development along with historic events. Well indexed, the work contains about 145 black-and-white illustrations.

The Story of Art. E. H. Gombrich. New York: Garden City Books. 1952. 462 pp.

A standard history of art, well indexed, containing about 370 illustrations, including 21 in full color.

Story of Modern Art. Sheldon Cheney. New York: The Viking Press, Inc. 1950. 700 pp.

A popularly written but scholarly history of art, exceptionally rich in detail useful for reference purposes. About 300 illustrations.

Thesaurus of the Arts. Albert Wier, ed. New York: G. P. Putnam's Sons. 1943. 640 pp. Appendix: 1944; 16 pp.

An alphabetical arrangement of several thousand entries in all phases of the arts and crafts, including literature. Many entries are biographical, but others treat a wide variety of subjects on styles, techniques, schools of art, etc. Entries are brief, but facts are well selected for reference interest.

Vasari's Lives of the Artists [14·4], though approached in a biographical way, gives a thorough study of Renaissance art.

Whitaker's Almanack [6·2] surveys the world of the arts, especially in Britain, and lists winners of art prizes for each year.

Who's Who in American Art [14·4], in addition to its biographical data, lists major art exhibitions.

Works of Art in Austria. 61 pp.

Works of Art in Germany. 65 pp.

Works of Art in Greece, the Greek Islands and the Dodecanese. 64 pp.

Works of Art in Italy. 80 pp.

Works of Art in Malta. 48 pp.

Committee on the Preservation and Restitution of Works of Art, Archives . . . in Enemy Hands. London: H.M. Stationery Office. 1946.

A series subtitled "Losses and Survivals in the War," each of the above five volumes surveys what happened during the war to major buildings, paintings, pieces of sculpture, and other pieces of art in the countries covered. The book on Germany is limited to the British zone of occupation. The work on Austria covers only Vienna and the British zone of occupation.

World History of Art. Sheldon Cheney. New York: The Viking Press, Inc. 1944. 960 pp.

Another of Cheney's surveys of world art, profusely illustrated with more than 450 photographs.

Writers' and Artists' Year Book [16·476] lists art services connected with book publishing.

Writer's Market [16·476] will prove useful to artists seeking markets for illustrations, cartoons, etc.

Art Galleries. SEE Art and the Arts; Museums.

Assaying. SEE Mining and Quarrying.

Associations. SEE Organizations.

16·28

Astrology

Astrology: Your Place in the Sun. Evangeline Adams. New York: Dodd, Mead & Company, Inc. 1928. 343 pp.

Probably the most useful of this author's several guides to astrology, it lays down the

basic theories of the pseudoscience and furnishes the data by which elementary forecasts can be made. Naturally, the work is biased in favor of astrology.

16·29

Astronomy

SEE ALSO Mathematics; Science; Solar Energy; Time.

American People's Encyclopedia and *Encyclopedia Americana* [both 5·1] carry entries on each of the constellations and many major stars. The former includes maps with many of its constellation entries. *Collier's Encyclopedia* [5·1] also has good coverage of astronomical subjects.

The Air Almanac. Washington, D.C.: Government Printing Office. 1941- .

Prepared three times a year by the Nautical Almanac Office, this publication provides the aerial navigator with such data as a star index and list, times for sunrise and sunset, and other data for aerial navigation.

The Amateur Astronomer's Handbook. J. B. Sidgwick. New York: The Macmillan Company. 1955. 580 pp.

A reference guide for the beginner on all aspects of astronomy and its study, including telescopes, films, oculars, observatories, the atmosphere, micrometers and photometers, spectroscopy and astronomical photography, equipment, instruments, times and clocks, etc. 193 illustrations, and an international bibliography.

American Ephemeris and Nautical Almanac. Washington, D.C.: Government Printing Office. 1852- .

This annual publication of the Nautical Almanac Office lists all astronomical and meteorological data needed by the marine navigator.

American Practical Navigator [16·301] gives a complete survey of all the astronomical information that the marine navigator needs to know and understand.

A Beginner's Star Book. Edgar Gardner Murphy. New York: G. P. Putnam's Sons. 1937. 154 pp.

A guide to the study of the stars and constellations with an observer's catalogue. Data on the equipment needed by the beginner. Indexed.

Guide to the Stars. Hector MacPherson. New and rev. ed. New York: Philosophical Library, Inc. 1955. 144 pp.

A good pictorial guide to amateur astronomical study.

New Handbook of the Heavens. Hubert J. Bernhard, Dorothy A. Bennett, and Hugh S. Rice. 2d ed. New York: McGraw-Hill Book Company, Inc. 1948. 368 pp.

Guide to astronomy for the amateur. The main body of the text discusses different aspects of the subject, the revised edition adding chapters on solar time, navigation, and astronomy for the traveler. Star and constellation charts in the appendix.

Olcott's Field Book of the Skies. R. N. Mayall and M. W. Mayall, eds. 4th ed. New York: G. P. Putnam's Sons. 1954. 482 pp.

Comprehensive handbook for the amateur astronomer, permitting quick location of stars and constellations at all times of the year. Much useful text material in addition.

Pictorial Astronomy. Dinsmore Alter and Clarence H. Clemminshaw. New York: Thomas Y. Crowell Company. 1952. 280 pp.

Illustrated guide to amateur astronomy, with 64 pages of plates illustrating the heavens.

Star Atlas and Reference Handbook. Arthur P. Norton. London: Gall & Inglis, Ltd. 1946. 55 pp.

A primarily pictorial guide to the stars, with 14 major charts of the skies.

The Stars—A New Way to See Them. H. A. Rey. Boston: Houghton Mifflin Company. 1952. 143 pp.

One of the most original contributions to amateur astronomy, Rey's method of outlining the constellations makes them much easier for the student to locate. Some descriptive matter in addition to the charts.

Whitaker's Almanack [6·2] contains a section on current astronomical data.

Athletics. SEE Games and Recreations; Sports.

16·30

Atomic Energy

SEE ALSO Atomic Medicine; Military Science; Mining and Quarrying; Physics.

Explaining the Atom. Selig Hecht. New ed., rev. and enl. New York: The Viking Press, Inc. 1954. 224 pp.

Layman's guide to the mysteries of atomic physics, well illustrated with photos and diagrams.

A Glossary of Terms in Nuclear Science and Technology. National Research Council Conference on Nuclear Glossary. New York: American Society of Mechanical Engineers. 1953. 8 vols.

Comprehensive guide to atomic science terminology, organized in nine sections. One covers general terms, the rest various special aspects of the field.

Handbook of New Nuclear Techniques. New York: *Nucleonics*. 1953. 149 pp.

Description of new nuclear techniques, primarily for the scientist, in nuclear engineering, instrumentation, chemistry, medicine, and physics. Extensive bibliographies.

An International Bibliography on Atomic Energy. New York: United Nations. 1949–1952. 2 vols.

Lists material published throughout the world between July, 1950, and December,

1952, dealing with the political, economic, and social aspects of atomic energy.

Nuclear Instrument Handbook. New York: *Nucleonics*. 1953. 49 pp.

Guide for the nuclear scientist. Useful for reference for its bibliographies.

Nuclear Radiation Physics. Ralph E. Lapp and Howard L. Andrews. 2d ed. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1954. 532 pp.

In a field that changes so rapidly, one of the few reasonably up-to-date sources.

Pocket Book of Chemical Technology [16·88] contains considerable data on the chemical aspects of atomic energy, such as details on radioactive isotopes.

Pocket Encyclopedia of Atomic Energy. Frank Gaynor. New York: Philosophical Library, Inc. 1950. 204 pp.

Glossary of more than 2000 terms, explaining and defining concepts in nuclear physics for the layman.

Sourcebook on Atomic Energy. Samuel Glasstone. Princeton, N.J.: D. Van Nostrand Company, Inc. 1950. 546 pp.

Comprehensive guide to the study of nuclear physics, reasonably intelligible to the layman.

16·31

Atomic Medicine

SEE ALSO Atomic Energy; Medicine.

Atomic Medicine. Charles F. Behrens. 2d ed. Baltimore: The Williams & Wilkins Company. 1953. 632 pp.

The first textbook on the subject, written by a Navy medical specialist with the as-

sistance of some 20 expert contributors. Discusses all aspects of the field, including the use of radioisotopes. Table of isotopes.

"Practical Medicine Year Book" Series [16·275] has included since 1932 a volume on radiology, much of which is now devoted to atomic medicine and related fields.

16·32

Audio-visual Education

SEE ALSO Education. SEE ALSO Chapters 12 and 13.

Audio-visual Materials for Educational and Cultural Uses. Salt Lake City: Extension Division, Audio-Visual Bureau, University of Utah.

Biennial publication. Lists alphabetically by subject instructional films (all 16 mm), filmstrips, recordings and transcriptions, and

tapes for the use not only of schools but also of clubs, industries, and individuals. General information includes how to ask for items, parcel post rates on shipping, how to care for and use films. There is a discussion of organizational use of films. Subject headings are indexed, and titles are classified by subjects. There is a directory of major film producers and distributors in the educational field.

The A-V Bibliography. Frederick D. McClusky. Rev. ed. Dubuque, Iowa: W. C. Brown Company. 1955. 200 pp.

Classified listing of books and other publications in the field of audio-visual education.

Basic Book Collection for High Schools [9·3] lists in its appendix audio-visual selection aids for high schools.

Blue Book of Audio-visual Materials. Chicago: *Educational Screen*. 1922- .

Annual publication. It assumed its present name in 1954 coincident with a change in policy. Previous editions concentrated primarily on films, including 35-mm films, up to 1952. Recent editions include 16-mm films, filmstrips, slide sets, and recordings. Listings are useful not only for schools but all types of organizations as well. Each edition lists several thousand items.

Educational Film Guide. New York: The H. W. Wilson Company. 1936- .

Formerly called the *Educational Film Catalog*, a new edition appears about every three years with semiannual supplements sent to subscribers in the interim. The 11th edition (1953) constituted a subject and title guide to some 14,000 current 16-mm films. Part I consisted of an alphabetic title and subject index to the films listed in Part II. In the latter section, films were arranged by the Dewey Decimal System, and each film was described and graded for age groups. Evaluations given where possible. Directory of sources concluded the book.

Educators Guide to Free Films. Randolph, Wis.: Educators Progress Service. 1941- .

Recent editions of this annual publication list about 3000 different films. In each edition, new items are starred for quick reference. Films are listed by general subject and may be located through a detailed table of contents, a title, index, or a subject index. There is also a source and availability index. Each listing gives basic technical data, the running time, a brief description, and the year of filming.

Educators Guide to Free Slidefilms. Randolph, Wis.: Educators Progress Service. 1949- .

This annual publication is organized by subject, much as the previously cited work. A recent edition lists about 700 titles, about half being silent slide films, the other half sound films. A few sets of slides are also listed. There are title, subject, source, and availability indexes, as well as a guide to the use of slide films.

Educators Guide to Free Tapes, Scripts, and Transcriptions. Randolph, Wis.: Educators Progress Service. 1955- .

Another publication similar to the above in organization and general purpose devoted to an increasingly important aspect of audio-visual education. Republished annually.

The EFLA Redbook of Audio-visual Equipment. Mary L. Allison. New York: Educational Film Library Association. 1953. 181 pp.

Guide to the use and maintenance of all types of audio-visual education. About 130 different photographs and diagrams used as illustrations.

Elementary Teacher's Guide to Free Curriculum Materials [12·2] includes some audio-visual aids in its listings.

Filmstrip Guide. New York: The H. W. Wilson Company. 1948- .

A triennial publication with semiannual supplements to subscribers, this work consists of a subject index to annotated listings of filmstrips especially useful in schools and organizations. Sources are indicated.

Index to Selected Film Lists. Jessie B. Kitching and Emily S. Jones. New York: Educational Film Library Association. 1950. 40 pp.

Bibliography of film listings arranged under some 44 different subject headings.

Informational Film Year Book. Edinburgh: Albyn Press, Ltd. 1947- .

Annual guide to all types of educational and documentary motion pictures, limited primarily to those filmed in the British Isles.

Where to Go for U.N. Information [12·5] lists sources of audio-visual material on the United Nations and its activities.

Authorship. SEE Copyright; Publishing; Writing.

Autographs. SEE Sales and Auctions.

Automation. SEE Business Machines; Manufacturing; Technology.

16·33

Automobiles

SEE ALSO Bus Transportation; Mechanical Engineering; Roads and Highways; Trailers; Transportation; Travel and Tourism.

Auto 19-. New York: Tudor Publishing Co. 1953- .

Annual guide to current automobiles, including both sports and stock cars, U.S. and foreign. Basic data on each listing included. More than 300 illustrations, many in color.

Automobile Facts and Figures. New York: Automobile Manufacturers Association. 1921- .

Annually issued compilation of statistical data on the manufacture and use of all types of automobiles, trucks, and buses in the United States.

Automobile Year. Edita S. A. New York: Hanover House, Inc. 1954- .

Annual publication edited in Switzerland that covers new automobile models in all parts of the world, auto racing, and other automotive subjects. Several hundred photos, some of them in full color, plus maps and charts of various kinds.

Automotive Mechanics. William H. Crouse. 3d ed. New York: McGraw-Hill Book Company, Inc. 1956. 736 pp.

Standard guide to all general phases of automotive maintenance and repair as well as to the mechanical principles of automotive engineering. Written in textbook style, the organization is adaptable to ready reference through its many headings and detailed index. Several hundred diagrammatic illustrations.

Automotive Service. Ray F. Kuns. Rev. ed. Milwaukee: The Bruce Publishing Company. 1954. 2 vols.

Comprehensive guide to all phases of auto repair and maintenance, designed both for instructing beginners and in serving as a reference for experienced mechanics. Covers the features of automobile design and construction, basic data on lubrication and maintenance, petroleum and rubber products used in automobiles, and service station and garage routines. Repair of autos approached through analysis of each basic part in detail. Profusely illustrated with photos, charts, and diagrams. Both volumes indexed.

Darwin's Automotive Accessories Repair Guide. Detroit: Edward J. Mezo. 1956.

Guide to new automotive accessories, their repair, maintenance, and adjustments. Covers all types of accessories on all models and makes of U.S. cars.

Fix Your Chevrolet. Rev. ed. 1957. 232 pp.

Fix Your Ford. Rev. ed. 1957. 240 pp.

Fix Your Plymouth. 1956. 224 pp.

William King Toboldt. Chicago: Goodheart-Willcox Co., Inc.

Three volumes virtually identical in organization. Each describes basic repairs in separate chapters according to general types and according to models and years. Each volume covers models back to the early 1930s. Many photos and drawings and a special tune-up chart.

How to Buy a Used Car. Alexander Walrody. New York: Garden City Books. 1954. 93 pp.

Guide to the tests needed to select a good used car and to methods of financing its purchase. Many useful illustrations.

"Legal Almanac Series" [16·253] includes a volume called *Driver's Manual* that covers the laws on driving in the 48 states.

Motorist's Handbook. Chicago: Popular Mechanics Press. 1955. 160 pp.

General guide to the upkeep and maintenance of an automobile for the not too mechanically minded motorist. Concentrates on things you can do yourself, leaving repairs of a technical nature up to the garage mechanic. Some 450 photos, charts, and diagrams.

Motor's Auto Repair Manual. New York: Motor. 1938- .

Annual guide to the repair of current automobiles, comprehensive in detail, designed for the use primarily of experienced amateur and professional auto mechanics. Extensively illustrated.

Motor Service's New Automotive Encyclopedia. William King Toboldt and Jud Purvis, eds. Chicago: Goodheart-Willcox Co., Inc. 1954. 767 pp.

Successor to the former popular *Dyke's Auto Encyclopedia*. Divided into sections on different types of general automotive repairs

and maintenance. Statistics covering a 25-year period on all American makes of cars, with mechanical and tune-up specifications for each. Glossary of automotive terms, and an index. Heavily illustrated with photos and diagrams and written simply enough for the amateur and in enough detail for the professional.

Motor's Truck and Tractor Repair Manual. New York: *Motor*. 1948- .

Annual comprehensive guide to repair and maintenance of all makes of American trucks and tractors.

SAE Handbook. New York: Society of Automotive Engineers. 1926- .

Normally an annual publication. Contains rather technical data on the design and maintenance of automobiles, especially for automotive engineers.

16·34 Aviation

SEE ALSO Air Force; Airplanes; Airports; Air Transport; Business and Finance; Engineering; Meteorology; Navigation; Rockets and Guided Missiles; Transportation.

Of the general encyclopedias, *The American Peoples Encyclopedia* [5·1] appears to contain the most comprehensive and up-to-date material on all phases of aviation, including a detailed entry on air races and records and many data on military aviation. Of the school encyclopedias, *World Book Encyclopedia* [5·1] probably contains the most data on the subject geared to the school interest level. *The World Almanac* [6·2] includes in its annual compilations a great many data on airplane records, races, and other aspects of aviation.

Aeronautical Engineering Index [8·5] indexes both new books and periodicals in all phases of aviation.

The Air Almanac [16·29] contains all the data needed by the air navigator.

Airman's Almanac. Francis Walton, ed. New York: Rinehart & Company, Inc. 19- .

Annual collection of historical and contemporary facts and figures on aviation, including air transport accidents, air trophies, aviation finance, aviation mathematics, and a glossary of aviation terms.

Sports and Classic Cars. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1955. 466 pp.

British publication divided into three parts: a guide to the specifications and performances of all kinds of sports cars from 1918 to 1955; complete data and specifications on "classic cars"; collection of anecdotes and facts about major figures in the automotive field and about races, etc. 127 photos, and some 40 pages of specifications and charts. 70 makes of cars are discussed.

Sports Cars. John Wheelock Freeman and Alexandre Georges. New York: Random House, Inc. 1955. 190 pp.

Primarily a picture-book guide to current sports cars in the U.S. and Europe. Specifications accompany about 36 color photos and some 200 black-and-white pictures.

Air University Periodical Index [8·5] indexes about 65 periodicals, U.S., British, and Canadian, specializing in aviation and military affairs.

American Aviation World-wide Directory. Washington, D.C.: American Aviation Publications. 1940- .

A semiannual publication, revised completely in each edition. Primarily a guide to the aviation industry, listing more than 6000 companies around the world, with their chief personnel (more than 15,000 names and job titles) and their products. There is a special equipment buyers' guide section. Other sections include air transportation, aircraft manufacturing (including guided missiles), aviation services, organizations, government supervision, etc.

Aviation Annual. Reginald M. Cleveland and Frederick P. Graham. New York: Doubleday & Company, Inc. (1943-1946); Harper & Brothers (1947-1948).

This annual, which lived through six editions, included general articles on the subject of aviation, data on aviation organizations, and bibliographies of new books and other publications in the field.

The Aviation Week Airport Directory [16·11] includes an international aviation vocabulary, a list of aviation abbreviations, and information on major aviation organizations.

Baughman's Aviation Dictionary and Reference Guide. Ernest J. Gentle and Charles E. Chapel, eds. 3d ed. Los Angeles: Aero Publishers, Inc. 1951. 653 pp.

More than 7000 definitions of terms relating to aviation and to electronics, atomic energy, guided missiles, helicopters, ordnance, radar, television, and other subjects as they pertain to aviation. Many photos, diagrams, and charts.

Bibliography of Aeronautics. Washington, D.C.: Government Printing Office. 1936-1941.

Prepared by the WPA under the guidance of the Institute of the Aeronautical Sciences, this is the prewar version of the present *Aeronautical Engineering Index* (see above). Supplements were issued at various times as well as an over-all alphabetical list of aeronautical bibliographies (1941).

Flight: A Pictorial History of Aviation. New York: Year, Inc. 1953. 192 pp.

"The complete story of man's conquest of the air from his earliest dreams to the present jet age, dramatically portrayed in over 1,000 pictures." Prepared by the editors of *Year*.

Flight Handbook. Maurice A. Smith, ed. 5th ed. New York: Philosophical Library, Inc. 1955. 282 pp.

Popularly written guide to aerodynamic principles, aircraft structures, controls, various types of aircraft and airships, aircraft engines, interior fittings, aircraft armament, instruments, and navigation. Detailed index. The new edition covers all types of recently developed aircraft.

Glossary of Aeronautical Definitions, English-German, German-English [7·3] gives the equivalents in English and German of several thousand terms in aeronautics and related fields.

Jordanoff's Illustrated Aviation Dictionary. Assen Jordanoff. New York: Harper & Brothers. 1942. 415 pp.

A standard work, now rather out of date. "The Legal Almanac Series" [16·253] contains a volume on aviation law.

Standard Aircraft Handbook. Stuart Leavell and Stanley Bungay. Los Angeles: Aero Publishers, Inc. 1952. 160 pp.

Written by two aircraft factory supervisors. Up-to-date guide to aircraft construction with complete and detailed instructions on riveting, bolts and fasteners, tools, assembly and installation methods, materials, blueprint reading, parts, and reference data. Contents indexed. Numerous photos, charts, and diagrams.

Aviation Medicine. SEE Medicine.

Awards. SEE Prizes and Awards.

Baby Care. SEE Baby Sitting; Child Care and Guidance; Pediatrics.

16·35 Baby Sitting

SEE ALSO Child Care and Guidance.

The Baby Sitter's Guide. Mary Furlong Moore. New York: Thomas Y. Crowell Company. 1953. 120 pp.

A little bit of everything on how to take care of and get along with other people's children. Many amusing illustrations. Contents indexed for quick reference.

16·36 Bacteriology

SEE ALSO Animal Life; Biochemistry; Biology; Medicine.

Abstracts of Bacteriology. Baltimore: The Williams & Wilkins Company. 1917-1926. 9 vols.

Nine annual compilations of the most important material on bacteriology published between February, 1917, and December,

1925. This material is now included in *Biological Abstracts* [16·51].

Dictionary of Microbiology. Morris B. Jacobs and others. Princeton, N.J.: D. Van Nostrand Company, Inc. 1957. 276 pp.

More than 5000 terms used in bacteriology and related fields, defined in an alphabetical arrangement. Included are taxonomic divi-

sions of microorganisms, culture media, stains, diseases, bacteriological products, equipment, chemical compounds, apparatus.

Nomenclatures and bacteriological classifications follow Bergey's *Manual of Determinative Bacteriology*.

16·37 Ballads

SEE ALSO Folklore; Literature; Poetry.

British Popular Ballads. John E. Housman, ed. New York: Barnes & Noble, Inc. 1952. 248 pp.

Annotated collection of old and new British ballads.

English and Scottish Popular Ballads. Francis James Child. Boston: Houghton Mifflin Company. 1883-1898. 5 vols.

The most comprehensive work in the field. A new edition of a one-volume selection from the larger work was brought out by the same publisher in 1947.

Native American Balladry. George M. Laws. Philadelphia: American Folklore Society. 1950. 276 pp.

"A descriptive study and a bibliographical syllabus." The latter is this work's most important reference feature.

Oxford Book of Ballads. Sir Arthur Quiller-Couch, ed. Oxford: Clarendon Press. 1910. 896 pp.

Extensively annotated anthology of ballads, primarily those of the British Isles.

The Viking Book of Folk Ballads of the English-speaking World. Albert B. Friedman. New York: The Viking Press, Inc. 1956. 473 pp.

Collection of about 150 ballads from the folk literatures of the British Isles, the U.S., Canada, Australia, and the West Indies, arranged under 15 different headings by type. Each selection is prefaced by data on its history and a bibliography of sources on each, including variant versions. Musical annotations given for 26 of the selections. Introduction discusses briefly the history of balladry. Glossary, general bibliography, and discography.

16·38 Ballet

SEE ALSO Dance and Dancing; Music; Opera; Theater.

Ballet. Arnold Lionel Haskell. Baltimore: Penguin Books, Inc. 1951. 211 pp.

Good, though brief, over-all descriptive guide to modern ballet, useful for reference for its bibliographies, its concise descriptions of many ballets, and its biographical sketches of many prominent ballet figures.

The Ballet Annual. Arnold Lionel Haskell. New York: The Macmillan Company. 1947- .

Primarily a pictorial yearbook of the ballet, devoted especially to British and European performances. Feature articles on various performers, troupes, new ballets, and other timely subjects.

Ballet Carnival. Margaret Crosland. New York: Arco Publishing Co., Inc. 1956. 420 pp.

Contains stories of more than 200 different ballets of the U.S. and Europe, in addition to biographies of many leading ballet figures.

Glossary of ballet terms and list of long-playing recordings of ballet music.

Borzoi Book of Ballets. Grace Robert. New York: Alfred A. Knopf, Inc. 1946. 362 pp.

Program notes on 63 old and new ballets. Glossary of ballet terms, index, and a number of photos.

Classical Ballet Dictionary and Technical Manual. Gail Grant. New York: Kamin Dance Publications. 1950. 87 pp.

Brief reference guide to the Italian, French, and Russian schools of ballet, showing the comparative techniques and differences in terminology. Illustrations clarify many technical points.

The Complete Book of Twentieth Century Music [16·293a] contains the plots of many popular ballets of fairly recent vintage.

Complete Stories of the Great Ballets. George Balanchine. New York: Doubleday & Company, Inc. 1954. 615 pp.

Illustrated guide to the plots and other background data on virtually every important

ballet, either in the classical or the modern repertoire. Indexed.

Everybody's Music [16·429] includes program notes on a great many ballets, including a number of those which are part of operas. Playing times are given.

Guide to Dance Periodicals [8·5] is, of course, the most comprehensive index to current periodical literature on the ballet.

The New Borzoi Book of Ballets. Rosalyn Krekover. New York: Alfred A. Knopf, Inc. 1956. 349 pp.

Full descriptions of 57 ballets in the current repertoires of the three leading U.S.

ballet companies. Information given includes outlines of the ballets' stories, their choreography, music, scenic design, major roles, and names of the roles' interpreters.

The Victor Book of Ballets and Ballet Music. Robert Lawrence. New York: Simon and Schuster, Inc. 1950. 531 pp.

Primarily a guide to the stories of different major ballets, including musical themes. These are arranged alphabetically. In addition, there is a list of RCA Victor recordings of ballet music. Besides a general index, there are also composer and choreographer indexes.

16·39

Bands

SEE ALSO Music.

The Bandsman's Everything Within. Kenneth Cook. London: Hinrichsen Edition, Ltd. 1950. 208 pp.

A frequently republished guide to bands and band music. A general reference section with alphabetically arranged entries includes data on bands, band personalities, band associations, about 200 major band repertory

works, 150 composers, 100 instruments, 200 band terms and phrases, adjudicators, and colleges granting band diplomas. Entirely British in its point of view, there is little or no information on American bands, bandsmen, or associations. A glossary of performing directions, a bibliography, obituaries of recently deceased band personalities, and a classified list of newly composed band music.

16·40

Banks and Banking

SEE ALSO Business and Finance; Foreign Exchange; Investments.

Bankers' Almanac and Yearbook. London: Thomas Skinner & Co. (Publishers), Ltd. 1844- .

Complete up-to-date information about the principal banks of all parts of the world, including data on major insurance companies.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] each contains in its various sections on particular countries basic information on the banking systems and the major banks of each country.

Crowell's Dictionary of Business and Finance [16·69] contains many definitions of banking terms.

Editor and Publisher Market Guide [15·4] lists the major banks and their assets in all cities and towns of the U.S. and Canada in which daily newspapers are published.

Encyclopedia of Banking and Finance. Glenn G. Munn. 5th ed. Cambridge, Mass.: Bank-

ers Publishing Co. 1949. 727 pp. Supplement: 1954.

Alphabetically arranged collection of definitions and discussion of some 3500 different terms and concepts relating to money, credit, banking practices and history, law, accounting, foreign exchange, trusts, investments, etc. Much of the information is arranged in useful tabular form. Full texts of many important laws relating to banking given. Major entries include bibliographies. The 1954 supplement brought the material in the basic volume up to date.

Martindale-Hubbell Law Directory [14·4], a geographically arranged guide to the bar of the U.S. and its territories, lists with each town or city covered the name of a well-established bank in it. Many such listings also include data on the bank's personnel, resources, and facilities of interest to lawyers.

Moody's Banks & Finance. New York: Moody's Investors Service.

Annual compilation of data on more than 5000 national, state, and private banks in

the United States, covered in a basic volume of over 1600 pages. It is kept up to date for subscribers through twice weekly loose-leaf supplements carried in a companion volume with cumulative indexes. Basic information includes for each bank its history, personnel, number of stockholders, location of offices, income, number of accounts, investment holdings. Data are also carried in the publication on some 600 insurance companies, over 300 investment trusts, and more than 900 real estate firms, mortgage and finance companies, Federal credit agencies, and guarantee mortgage companies.

Polk's Bankers Encyclopedia. New York: Polk's Bankers Encyclopedia Company. 1895- .

Semiannually issued complete directory of U.S. banks. It lists all Federal credit institutions and their officers. It includes statements of all banks in each city and town, bank officers, and leading attorneys and security dealers in each locality.

Rand McNally Bankers Directory. Chicago: Rand McNally & Company. 1872- .

The "bankers' blue book," a semiannual publication, with a monthly supplement, giving

the latest statement, official personnel, transit number, check routing symbol, and other data on every bank in the U.S. Similar, but less inclusive, data are included on every Canadian bank. Latest statements and names of officers are given for all foreign banks of any importance. U.S. banking and commercial laws are discussed. The most accessible banks for some 75,000 towns without banks are given, as well as basic data on government banking agencies. Directors of all banks are listed geographically, and there is a list of discontinued bank titles for the five years preceding each issue.

Reference Book of Dun and Bradstreet [16·120] lists the names and financial ratings of banks and bankers throughout the U.S., arranged by states and cities.

Thomson's Dictionary of Banking. R. W. Jones, ed. 10th ed. London: Sir Isaac Pitman & Sons, Ltd. 1951. 710 pp.

Compilation of terms, with their British meanings, related to banking, bankruptcy, company regulations, partnerships, investments, law of property, etc. Two appendixes are "Scottish Banking" and "Irish Land Laws in Their Relation to Banking."

16·41 Baptist Church

SEE ALSO Protestantism; Religion.

A Baptist Bibliography. Edward Caryl Starr. Chester, Pa.: American Baptist Historical Society. 1952- .

A many-volumed compilation, barely a

quarter finished with four volumes in 1956, of books written by Baptists, about Baptists, and against Baptists. It includes many books of general interest, provided their authors were Baptists. Listings are alphabetical by authors with some annotations.

Bar Tending. SEE Alcoholic Beverages.

16·42 Baseball

SEE ALSO Sports.

The Baseball Almanac. Hy Turkin, ed. New York: A. S. Barnes and Company (paper-bound edition, New York: Pocket Books, Inc.).

Annual publication of about 300 pages. Contains a history of baseball and baseball rules; baseball records of all types; brief playing records of members of the Baseball Hall of Fame; material on the minor leagues and on foreign, semiprofessional, and amateur baseball; current major league club data; baseball anniversaries; a review of the previous

season; current playing and scoring rules, indexed; and major league schedules for the coming season.

Baseball Guide and Record Book. J. G. Spink and others. St. Louis, Mo.: Charles Spink & Son. 1942- .

Annual compilation in the greatest detail of all kinds of baseball statistics. Each edition runs to nearly 600 pages. Contents indexed.

Baseball Register [14·4], another annual publication, lists players and coaches currently attached to all major league teams, with basic information on them and their pictures.

The Mutual Baseball Almanac. Roger Kahn and Harry Wismer. Paul Lapolla, ed. New York: Doubleday & Company, Inc. 1955. 247 pp.

Historical and current data on baseball and its players, with much incidental information such as poems written about baseball, and the like. Extensive bibliography.

Frequently revised collection of all kinds of information about baseball and its players, past and current.

The Official Encyclopedia of Little League Baseball. Hy Turkin, ed. New York: A. S. Barnes and Company. 1954. 238 pp.

Complete guide to Little League baseball, including its history, rules, records, tournaments, methods of organization, etc.

Official Encyclopedia of Baseball. Hy Turkin and S. C. Thompson, eds. New rev. ed. New York: A. S. Barnes and Company. 1956. 583 pp.

16·43 Basketball

SEE ALSO Sports.

Official Basketball Rules. New York: Amateur Athletic Union of the United States. 1953. 80 pp.

Official NCAA Coaches-Officials Basketball Handbook. Forest Hills, N.Y.: National Collegiate Athletic Bureau.

Annual publication of about 80 pages. Contents include rules of men's and women's play, lists of championship teams, records, basketball team organizations.

Triennially published book of more than 250 pages, giving the history of the sport, its organization in colleges, and its rules.

Battles. SEE History; Wars and Warfare.

16·44 Bazaars

SEE ALSO Organizational Management.

McCall's Complete Book of Bazaars. Harriet Hawes and Eleanor Edelman. New York: Simon and Schuster, Inc. 1955. 120 pp.

Well-planned guide on the organization

and direction of bazaars, including committee duties, publicity, themes, entertainment, decorations, pricing, and selling. Also included are directions on how to prepare knitted, crocheted, and other needlecraft items that are popular bazaar products.

16·45 Beauty Care

SEE ALSO Cosmetics.

The Handbook of Beauty. Constance Hart. New York: Dell Publishing Co., Inc. 1955. 320 pp.

Contains chapters on the care of various parts of the body, on diet, exercises, posture, make-up, perfume, baths, sleep, deodorants, beauty routines. Alphabetical list of beauty aids, and many line drawings illustrating beauty-care techniques. Lacks an index, but a detailed table of contents makes locating material fairly simple.

The Westmore Beauty Book. Perc, Wally, Bud, Frank, and Monty Westmore. Chicago: Melvin Korshak Publishers. 1956. 256 pp.

Contains well-arranged and exceptionally well-illustrated instructions on make-up, care of various parts of the body, hairdressing, figure care and posture, and the development of the feminine personality. Many charts and diagrams, and a daily plan of beauty-care routine. Detailed index, helpful for reference.

Beer. SEE Alcoholic Beverages; Brewing.

16·46

Bees and Beekeeping

SEE ALSO Insects.

The Bee Keepers Encyclopedia. Alexander S. C. Deans. Fond du Lac, Wis.: All-Pets Books, Inc. 190 pp.

Complete manual of beekeeping for both the novice and the expert. 47 illustrations.

The Book of Bee-keeping. W. B. Webster. rev. ed. Fond du Lac, Wis.: All-Pets Books, Inc. 90 pp.

Guide to beekeeping for the beginner; 32 illustrations.

16·47

Best Sellers

SEE ALSO Literature; Publishing.

Golden Multitudes. Frank Luther Mott. New York: The Macmillan Company. 1947. 357 pp.

Highly readable account of American best sellers and what made them so, arranged in large part for quick reference, both for overall figures and for individual books.

Sixty Years of Best Sellers, 1895–1955. Alice P. Hackett. New York: R. R. Bowker Company. 1956. 270 pp.

Updating of *Fifty Years of Best Sellers, 1895–1945* by the same author. Gives best-seller records for each of the years covered, with comments and brief background notes on the events of the year that affected book sales. Articles on best-selling specialized books, and an author-title index.

Beverages. SEE Alcoholic Beverages; Brewing; Food; Wines.

16·48

Bible

SEE ALSO Christianity; Religion. For a listing of Bible atlases, SEE 15·3.

Virtually all general encyclopedias carry extensive articles on the Bible and a varying number of entries on individual books of the Bible and on personal and place names found there. *Columbia Encyclopedia* [5·1] is the most complete source on the latter data, having brief concordance-type entries on every proper name found in the King James Version. It should be noted that almost all such sources follow King James spellings in their entries, and thus the person to whom the Douay Version spellings are familiar may find some difficulty in using them. Of the semiencyclopedia sources, *New Century Cyclopedia of Names* [5·2] probably carries the largest number of entries under Biblical names. The various unabridged dictionaries also carry a number of Bible name entries.

A large number of the various editions of the Bible sold today contain reference features of different types. The most common of these features are brief concordances, dictionaries of the Bible, Biblical

atlases, and brief commentaries on specific books of the Bible. It would take far too much space to list the various editions and to cite their individual features. The fact that these features do exist in most editions, however, is worthy of note to persons considering the purchase of a Bible and to persons seeking specific Biblical data who may be unaware that these reference features exist in the edition of the Bible they have available to them.

Abingdon Bible Commentary. Frederick C. Eiselen, Edwin Lewis, and D. G. Downey. Nashville, Tenn.: Abingdon Press. 1929. 1452 pp.

Exhaustive Protestant commentary on the King James Version, arranged by books in their proper order. Each section prefaced by a brief history and summary of each book, with a guide to specific passages following.

All of the Women of the Bible [14·4] is a helpful guide to special side lights on the Bible, keyed to specific passages, with alphabetical, chronological, and topical indexes.

A Basic Semitic Bibliography [16·251] is useful to students of the languages of the

Bible since its annotations on its bibliographic listings are aimed especially at Biblical study.

Bible Dictionary. William Smith. Rev. ed. Philadelphia: John C. Winston Company. 1948. 818 pp.

Reset edition, with new illustrations, of a standard work dating from 1884. Alphabetically arranged series of entries under a multitude of titles on Biblical subjects, especially proper names.

The Bible in Questions and Answers. William A. Karraker. New York: David McKay Company, Inc. 1952. 2 vols.

Heavily indexed series of questions and answers on the Bible and on interpretations of specific passages, arranged in the order of the passages to which each set refers and citing the passages that are referred to. Vol. 1 covers the Old Testament; Vol. 2, the New Testament.

Book about the Bible. George Stimpson. New York: Harper & Brothers. 1945. 509 pp.

Answers to questions of popular interest concerning the Bible, indexed for ready reference.

A Catholic Commentary on Holy Scripture. Bernard Orchard and others, eds. London: Thomas Nelson and Sons, Ltd. 1953. 1312 pp.

The only modern one-volume Roman Catholic commentary on the Bible in English, prepared under the direction of the Catholic Biblical Association of Great Britain. It is prefaced by an introduction to the study of the Bible and an introduction to the study of the Old and New Testaments, followed by commentaries, section by section, paralleling the contents of the Bible. Completely indexed. 16 pages of maps of Bible lands, with a map index.

Coins of Bible Days [16·102] contributes many incidental but interesting sidelights on Bible stories in which coins figure. More than 180 photos of coins, plus endpaper maps of Bible lands.

Commentary on the Holy Bible. J. R. Dummelow. New York: The Macmillan Company. 1950. 1092 pp.

Extensive guide to the interpretation of Bible passages, written by a Protestant. There are endpaper maps of Bible lands.

Dictionary of Christ and the Gospels. James Hastings. New York: Charles Scribner's Sons. 1906-1908. 2 vols.

Exhaustive, alphabetically arranged guide to material on Christ found in the early books of the New Testament. Highly authoritative, it is based largely on the following work.

Dictionary of the Bible, dealing with its language, literature, and contents, including Biblical theology. James Hastings. New York: Charles Scribner's Sons. 1898-1904. 5 vols.

Though now more than a half century old, this work still enjoys a reputation as perhaps the most authoritative reference guide to the King James Version. The first four volumes are alphabetically arranged entries; Vol. 5 includes an index and other factual material on the Bible.

Dictionary of the Bible. James Hastings. New York: Charles Scribner's Sons. 1909. 992 pp.

A different publication from the above, not a condensation of it, but enjoying the same high reputation for scholarship as the larger work. Not so detailed, but a most useful reference source for the less demanding student of the Bible.

Encyclopaedia Hebraica [5·3] is proving a most useful source for the serious, and Hebrew-reading, student of the Bible, with material written, of course, from the Jewish point of view.

Encyclopedia of Bible Life. Madeleine S. Miller and John Lane Miller. Rev. ed. New York: Harper & Brothers. 1955. 493 pp.

One of the few really new reference approaches to Biblical studies. Arranged by chapters under general subjects relating to life in Bible times, including such topics as animal life, occupations, agriculture, clothing, etc. Heavily illustrated and includes indexed maps. General index, and index of Biblical quotations.

Encyclopedia of Biblical Interpretation. Menahem M. Kasher, ed.; trans. under guidance of Rabbi Harry Freedman. New York: American Biblical Encyclopedia Society. 1953- .

A many-volumed project that will take many years to complete, the first volume covers only part of the first volume of Genesis. Contents consist of selected authoritative Jewish interpretations of the passages covered.

Harper's Bible Dictionary. Madeleine S. Miller and John Lane Miller, eds. New York: Harper & Brothers. 1952. 867 pp.

Popularly written, alphabetically arranged series of entries on a wide variety of subjects connected with Bible study.

The Home Book of Bible Quotations [16·369] arranges under about 1250 headings quotations from the King James Version, with each passage cited. Detailed index by key words.

Interpreter's Bible. Nashville, Tenn.: Abingdon Press. 1951-1957. 12 vols.

Probably the most comprehensive modern Protestant commentary on the Bible, arranged in the order of the books themselves. An index appears in the final volume. The commentary refers to both the Revised Standard and the King James Versions of the Bible and is especially noteworthy for its relating of modern scientific findings to Biblical studies.

Key Words of the Bible. Albert N. Williams, ed. New York: Duell, Sloan & Pearce-Little, Brown. 1956. 268 pp.

Collection of brief essays discussing the special meanings and Biblical connotations of selected important words frequently found in the Bible.

Lexicon in Veteris Testamenti Libros. Ludwig Koehler and Walter Baumgartner, eds. Leiden, Netherlands: E. J. Brill, N.V. About 1000 pp.

A dictionary of the Hebrew Old Testament and the Aramaic parts of the New Testament in English and German.

The Moffatt Bible Concordance. James Moffatt. New York: Harper & Brothers. 1950. 550 pp.

Complete concordance to the Moffatt translations of the Bible of 1913-1926. Includes all proper names and all key words in the text. Notably easy to use and to read. Where needed, the phrase containing the cited word is given for easy identification.

Nelson's Complete Concordance of the Revised Standard Version Bible. John William Ellison, compiler. New York: Thomas Nelson & Sons. 1957. 2157 pp.

The first work of its kind ever to be compiled by automatic machinery, this volume indexes alphabetically every principal word of the text of the Revised Standard Version. Under each word listed is a reference to each

passage in which it appears and a portion of the passage itself.

New Schaff-Herzog Encyclopedia of Religious Knowledge [16·379] contains a multitude of entries on Biblical subjects.

The Oxford Cyclopedic Concordance. New York: Oxford University Press. 1947. 374 pp.

Guide to the study of the Bible, including summaries of each book. All entries arranged in a single alphabet.

Plants of the Bible [16·333] lists, describes, and relates to the Bible virtually all the plants mentioned in the Bible. Many plants illustrated in full color.

Strong's Exhaustive Concordance of the Bible. James Strong. Nashville, Tenn.: Abingdon Press. 1947. 1700 pp.

A listing of every word in the King James Version of the Bible keyed to each passage in which it appears. Its arrangement makes it possible to find any passage in which you know a single key word. There are also brief dictionaries of Hebrew and Greek words used in the original versions of various books.

Thayer's Greek-English Lexicon of the New Testament. Joseph Henry Thayer. Rev. and enl. edition. New York: American Book Company. 747 pp.

A helpful guide to the Greek version of the New Testament for the Biblical student.

Tools for Bible Study. B. H. Kelly and D. G. Miller, eds. Richmond, Va.: John Knox Press. 1956. 159 pp.

A symposium by 11 Biblical scholars listing under different classifications the various general and special guides to Biblical studies, including concordances, dictionaries, atlases, commentaries, and the like, with comments on and guides to their use.

The Westminster Dictionary of the Bible. John D. Davis. Rev. ed. Philadelphia: Westminster Press. 1944. 658 pp.

A brief but authoritative guide to Biblical subjects, scholarly and conservative in tone. Illustrations include maps.

Young's Analytical Concordance to the Bible. Robert Young. Rev. ed. New York: Funk & Wagnalls Company. 1955. 1280 pp.

A very complete guide to the Bible with each word or verse arranged in alphabetical order. Hebrew and Greek words, about 70,000

in all, are printed in their original script with English translations and pronunciations. Proper names are included in the single alpha-

bet with dates given for personal names. An appendix includes "Recent Discoveries in Bible Lands."

Bibliography. SEE Chapters 4, 8, 9.

16·49

Billiards

SEE ALSO Sports.

Official Rule Book for All Pocket & Carom Billiard Games. Toledo, Ohio: Billiard Congress of America. 1953. 111 pp.

A compilation of rules of the various types of billiards with a glossary of terms and lists of champions and records in the game.

16·50

Biochemistry

SEE ALSO Bacteriology; Biology; Chemistry; Medicine.

Dictionary of Bio-Chemistry and Related Subjects. William Marian Malisoff, ed. New York: Philosophical Library. 1943. 529 pp.

Several thousand definitions of terms in the field and associated subjects, succinct and generally nontechnical enough for use by the layman.

Biographies. SEE Chapter 14, especially 14·1 (General Guides to Biographical Sources); SEE ALSO Literature.

16·51

Biology

SEE ALSO Anatomy and Physiology; Animal Life; Bacteriology; Biochemistry; Botany; Ecology; Evolution; Marine Biology; Medicine; Nature Study; Pets; Plant Life; Science; Veterinary Medicine; Zoology.

Biological Abstracts. Philadelphia: University of Pennsylvania Press. 1926- .

An annual "comprehensive abstracting and indexing journal of the world's literature in theoretical and applied biology, exclusive of clinical medicine." The publication is prepared under the auspices of the Union of American Biological Societies.

Biological Field Stations of the World. Homer Alexander Jack. Waltham, Mass.: Chronica Botanica Company. 1945. 73 pp.

An analytical list of biological field stations giving their location, history, purpose, etc. There is a directory of stations by country.

A Dictionary of Biology. M. L. Johnson and M. Abercrombie. Baltimore: Penguin Books, Inc. 1951. 246 pp.

About 1500 definitions of various terms in the biological sciences. Words pertaining spe-

cifically either to botany or zoology are so indicated when the limitation is not clear from the context.

A Dictionary of Scientific Terms. I. F. and W. D. Henderson. 5th ed. New York: D. Van Nostrand Company, Inc. 1953. 480 pp.

Despite its more general-sounding title, this work is actually a dictionary of terms used in the biological sciences, including biology, botany, zoology, anatomy, cytology, embryology, physiology, and paleontology. The new edition has been extensively revised. Each entry not only defines the term in both new and old senses but also pronounces it and gives its derivation.

Dictionnaire français-anglais, anglais-français, des termes médicaux et biologiques [16·275] is a useful tool for persons reading articles on biology written in French.

Directory of Biological Laboratories [16·248] lists most of the chief laboratories in the U.S. It includes a buyer's guide.

16·52

Birds

SEE ALSO Animal Life; Canaries; Ducks and Geese; Finches; Nature Study; Parakeets and Parrots; Pets; Pheasants; Pigeons; Poultry; Veterinary Medicine.

The school encyclopedias, such as *World Book Encyclopedia*, *Britannica Junior*, and *American Educator Encyclopedia* [all 5·1], with their emphasis on nature study usually prove superior sources of information about the more common birds. Each carry many illustrations, including many in color, on bird life. For data on less common birds, particularly foreign ones, such sources as *Collier's Encyclopedia*, *Encyclopedia Americana*, and *American Peoples Encyclopedia* [all 5·1] should be consulted. The better unabridged dictionaries also carry a surprising amount of basic data on birds.

American Water and Game Birds. Austin L. Rand. New York: E. P. Dutton & Co., Inc. 1956. 238 pp.

A descriptive text accompanies 127 color photos, 40 black-and-white photos, and 35 bird silhouettes, covering the various water and game birds of North America. Separate chapters are devoted to each family of birds with the arrangement following the standard American Ornithologists Union order.

Audubon Guides: All the Birds of Eastern and Central North America. Richard H. Pough. New York: Doubleday & Company, Inc. 1953. 2 vols.

Comprehensive field guides with excellent illustrations covering the common and uncommon birds of North America east of the Rockies.

Audubon Water Bird Guide. Richard H. Pough. New York: Doubleday & Company, Inc. 1951. 352 pp.

An illustrated field guide to the water birds of North America from southern Texas to Greenland and east of the Continental Divide.

Audubon Western Bird Guide. Richard Hooper Pough. Garden City, N.Y.: Doubleday & Company, Inc. 1957. 349 pp.

Field-guide type of publication describing 203 species of land, water, and game birds of western North America, ranging from Alaska to Mexico. Sponsored by the National Audu-

bon Society, the publication includes many illustrations.

Birds and Beasts [16·19] gives fairly detailed descriptions of many species of birds. The index makes location of data easy.

Birds of America. John J. Audubon. New York: Garden City Books. 1947. 435 pp.

A reprint of this famous classic collection of bird illustrations. A 320-page popular edition was published in 1950.

Birds of America. T. Gilbert Pearson, ed. New York: Garden City Books. 1949. 3 vols.

Comprehensive guide to American birds, with hundreds of photographs, line drawings, and paintings, including 106 pages of color plates.

Birds of Eastern and Northeastern Africa. Cyril Mackworth-Praed and Claude H. B. Grant. London: Longmans, Green & Co., Ltd. 1952- .

Multivolumed field guide, the first of its kind, to African birds, with excellent illustrations.

Birds of Mexico. Emmett Reid Blake. Chicago: University of Chicago Press. 1953. 644 pp.

Comprehensive and well-illustrated field guide.

Birds of the Pacific States. Ralph Hoffmann. Boston: Houghton Mifflin Company. 1927.

Field guide organized by orders, with families discussed thereunder. Both black-and-white and color illustrations. Index lists both common and scientific names.

Birds of the Southwest Pacific. Ernst Mayr. New York: The Macmillan Company. 1945. 315 pp.

War-inspired field guide.

Birds of the World: Their Life and Habits. Paul Barruel. New York: Oxford University Press. 1955. 204 pp.

An introduction to bird study in general rather than to specific species.

Birds over America. Roger Tory Peterson. New York: Grossett & Dunlap, Inc. 1953. 342 pp.

Guide to the more common American birds. More than 100 photographs.

The Book of Birds. Gilbert Grosvenor and Alexander Wetmore, eds. Washington, D.C.: National Geographic Society. 1937. 2 vols.

Primarily a picture book, presenting virtually all the major species of birds of the U.S. and Canada in some 950 color portraits. 230 black-and-white illustrations, including a number of maps of bird distribution and migration.

British Bird Books. Raymond Irwin. London: Grafton & Co. 1950. 398 pp.

"An index to British ornithology A.D. 1481–1948." A supplement for 1949–May, 1950, has also been issued. The work lists both books and important articles in periodicals. Part I consists of various subject lists; Part I consists of regional lists; Part III is a systematic list of British birds; Part IV is a list of authors. Index of subjects, species, and places, and a directory of British ornithological societies.

Field Book of Eastern Birds. Leon A. Hausman. New York: G. P. Putnam's Sons. 1946. 659 pp.

Comprehensive guide to American birds found east of the Mississippi. Many illustrations.

Field Book of Wild Birds and Their Music. F. Schuyler Mathews. New York: G. P. Putnam's Sons. 1921. 401 pp.

Unique guide to birds, particularly their songs. Each song is shown in musical notation. Birds are also described in words and illustrations.

A Field Guide to the Birds. Roger Tory Peterson. 2d ed., rev. and enl. Boston: Houghton Mifflin Company. 1947. 290 pp.

Typical member of the Peterson nature-guide series, well organized for reference and attractively illustrated. Includes identifications of all species east of the Rockies.

A Field Guide to the Birds of Britain and Europe. Roger Tory Peterson and others. Boston: Houghton Mifflin Company. 1954. 318 pp.

Another Peterson guide. Extensive illustrations.

A Field Guide to Western Birds. Roger Tory Peterson. Boston: Houghton Mifflin Company. 1941. 240 pp.

Peterson's guide to American birds west of the Rockies.

Fine Bird Books—1700–1900. Sacheverell Sitwell, Handasyde Buchanan, and James Fisher. Princeton, N.J.: D. Van Nostrand Company, Inc. 1953. 164 pp.

Complete bibliography of bird books containing color plates published between 1700 and 1900. Contains many reproductions of illustrations found in the various books cited. Most listings annotated. The more than 400 books listed include both European and American works. Considerable data are included on the artists whose work is represented.

A Guide to Bird Finding West of the Mississippi. Olin Sewall Pettingill, Jr. New York: Oxford University Press. 1953. 704 pp.

Guide to the bird watcher, with locations of specific spots good for the hobby in 22 states, emphasizing especially metropolitan areas and vacation spots. Lists of species likely to be found in each location. About 35 line drawings.

Illustrated Encyclopedia of American Birds. Leon A. Hausman. New York: Garden City Books. 1947. 541 pp.

Most comprehensive guide to American birds, with brief descriptions of each species. Many line drawings as illustrations. Good bibliography of bird books.

Land Birds East of the Rockies. Chester A. Reed. Rev. ed. New York: Doubleday & Company, Inc. 1951. 235 pp.

Field-guide descriptions of 222 species with some 300 full-color illustrations. Color key for field identification, and an index.

Life Histories of North American Wild Fowl. Arthur C. Bent. New York: Dover Publications. 1951. 2 vols.

Comprehensive guide to every phase of study of American birds. More than 100 full pages of illustrations. Bibliography and index.

Migration of Birds. Frederick C. Lincoln. New York: Doubleday & Company, Inc. 1952. 102 pp.

Discussion in chapter form of the how, when, and where of bird migration in North

America, illustrated with maps. More than 200 species of birds discussed. Information on bird banding, bibliography, and index.

Natural History of Birds. Leonard Wildlife Wing. New York: The Ronald Press Company. 1956. 550 pp.

Discussion of birds in general, with different sections devoted to bird physiology, their evolution, habits, migratory habits, and the like. Detailed index, bibliographies, and numerous and varied illustrations.

New Zealand Birds. W. R. B. Oliver. Rev. ed. Wellington, N.Z.: A. C. and A. W. Reed, Ltd. 1955. 700 pp.

Comprehensive description of all species of birds found in New Zealand. Some 350 illustrations.

North American Birds of Prey. Alexander Sprunt, Jr. New York: Harper & Brothers. 1955. 227 pp.

Sponsored by the National Audubon Society, this work grew out of the publication *The Hawks of North America*, by John Burchard May. In addition to hawks, the book discusses owls, kites, vultures, Accipiters, eagles, ospreys, caracaras, and falcons. 40 full-color plates and identification silhouettes.

The Ornithologists' Guide. H. P. W. Hutson, ed. New York: Philosophical Library, Inc. 1957. 249 pp.

British publication containing data on all aspects of bird study with emphasis on the needs of the non-British student of British bird life. Various sections were prepared by members of the British Ornithologists' Union.

The Pocket Guide to British Birds. Richard S. R. Fitter. New York: Dodd, Mead & Company, Inc. 1953. 240 pp.

Field guide with more than 1000 illustrations, including some 600 in full color.

Pocket Guide to the Birds. Allan D. Cruickshank. New York: Dodd, Mead & Company, Inc. 1953. 216 pp.

Descriptions in field-guide style of the more common birds of Eastern and Central North America, with 78 drawings and 72 photographs in full color.

Stroud's Digest on the Diseases of Birds. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 500 pp.

Collection of chapters by different pathologists on all varieties of bird ailments and their treatments. Many drawings and photographs. Emphasis is on diseases of cage birds.

Wild Animals in and out of the Zoo [16·19] describes many birds.

Wildlife of the Pacific Northwest [16·19] includes descriptions of birds common to the region.

Birth Control. SEE Sex.

16·53

Birthdays

SEE ALSO Etiquette; Holidays and Anniversaries.

The Lore of Birthdays. Ralph and Adeline Linton. New York: John Francis Rider, Publisher, Inc. 1953. 128 pp.

All kinds of facts as well as superstitions and customs concerning birthdays in general and birthdays of famous people of history. Emphasis is on customs in all parts of the world.

Births and Deaths. SEE Chapter 14 for sources giving birth and death dates for specific people; SEE ALSO Vital Statistics.

16·54

Blindness

SEE ALSO Education; Handicapped, The.

Books about the Blind. Helga Lende. Rev. ed. New York: American Foundation for the Blind. 1953. 357 pp.

Extensively annotated listings of important publications on blindness and the blind in both English and several foreign languages.

Listings are arranged under specific subjects in eight different chapters with such headings as "Work with the Blind," "Education of the Young Blind," "Psychology in the Field of Blindness," "Vocations and Economic Adjustment," "Social Adjustment," "Literature and Reading," "Special Groups," and "Biographies and Autobiographies."

Directory of Activities for the Blind in the United States and Canada. Helga Lende, ed. New York: American Foundation for the Blind. 1926- .

Published biennially since 1938. Lists all organizations, agencies, and institutions working with the blind, including prevention-of-blindness organizations and sight-saving classes.

16·55

Boats and Boating

SEE ALSO Sports; Yachting.

American Power Boat Association Year Book and Racing Rules. Detroit, Mich.: American Power Boat Association. 19- .

Annual compilation of rules for powerboat racing, lists of champions and records, and directory of members of the association. Current editions exceed 300 pages in length.

Canoeing. Carle W. Handel. New York: A. S. Barnes and Company. 1956. 96 pp.

Guide to canoes, how to handle them in different types of waters and how to maintain and repair them.

Complete Boating Handbook. Robert Scharff. New York: McGraw-Hill Book Company, Inc. 1955. 250 pp.

Complete guide to making, sailing, navigating and maintaining small craft. Glossary of nautical terms, and guide to purchasing boats and boat equipment.

A Cruising Guide to the Inland Waterway and Florida. Fessenden Blanchard. New York: Dodd, Mead & Company, Inc. 1954. 256 pp.

Useful information on one of the most popular boating courses in the United States. Lists of best anchorages and docks; guides to navigation; lists of yacht clubs, boat yards,

fueling depots, provision supply places, points of interest. 32 pages of photographs.

The Encyclopedia of Outboard Motorboating. Hank Wieand Bowman. New York: A. S. Barnes and Company. 1955. 424 pp.

Comprehensive guide to the subject, with data on selection of boats and motors, repairs, navigation, etc.

The Fisherman's Handbook [16·169], an annual publication, includes in its contents a section on boats and boat motors, with descriptions of types of boats, a glossary of terms, and a list of trade names; descriptions of types of motors, a glossary, and a list of trade names; and a discussion of trailers for boats with a glossary of terms. Addresses of makers of all types of equipments described are given.

Knight's Modern Seamanship [16·301] contains detailed data on the handling of all types of small craft, both motor- and sailboats.

Outboard Boating Handbook. Hank W. Bowman. New York: Arco Publishing Co., Inc. 1956. 139 pp.

Guide to all phases of outboard motorboats, including how to select one, and how to take care of it and repair it. Both motors and hulls are covered.

Bonds. SEE Banks and Banking; Investments.

Book Binding. SEE Printing.

16·56

Book Collecting

SEE ALSO Americana; Bookselling; Hobbies; Publishing.

American Book-prices Current, 1945-50 [9·2] is a record of sales at auction of special and general collections during the period covered, listing some 15,000 items. The work is divided into four sections, dealing with books, autographs and manuscripts, broadsides, and maps.

American Booktrade Directory [16·57] is helpful to the book collector for its listings of specialties of various bookdealers and of auctioneers of literary properties.

American First Editions. Merle Johnson. 4th ed., rev. by Jacob Blanck. New York: R. R. Bowker Company. 1942. 553 pp.

Standard guide to first editions for the book collector, with data for verification, histories, etc.

Bookman's Guide to Americana [16·15] deals in large part with collector's items in American books.

Clegg's International Directory of the World's Book Trade [16·57] includes listings of prominent book collectors and their specialties.

Practical Guide to American Book Collecting. Whitman Bennett. New York: The Bennett Book Studios, Inc. 1941. 254 pp.

Identifies about 1000 first printings of the best known of American books, with annotations on each book and its author. Index.

Private Book Collectors of the U.S. and Canada. Rev. ed. New York: R. R. Bowker Company. 1953. 417 pp.

List of some 2000 private book collectors, arranged by name, address, and specialty.

Bookkeeping. SEE Accounting.

Bookmaking. SEE Printing and Typography; Publishing.

Book Reviews. SEE 9·1 (Book Reviews).

Books. SEE Chapter 9 for guides to books; SEE ALSO Best Sellers; Book Collecting; Bookselling; Censorship; Graphic Arts; Libraries; Printing and Typography; Publishing.

16·57

Bookselling

SEE ALSO Business and Finance; Printing and Typography; Publishing.

AB Bookman's Yearbook [9·2] is a book list for specialty bookdealers, librarians, and collectors, listing sources of Americana, first editions, limited editions, reference works, scholarly books, and reprints of classics. The index of advertisers constitutes a large directory of specialty bookdealers.

American Booktrade Directory. New York: R. R. Bowker Company. 1915— .

Generally a triennial publication. Lists in a geographical arrangement bookdealers in the U.S. and Canada, with a guide to the type of stock each carries. Lists of U.S., Canadian, and British publishers, subscription book publishers, dealers in foreign-language books, literary auctioneers, book clubs, book trade organizations, book trade periodicals, remainder dealers, wholesalers of paperbound books, rental library chains, etc.

Book Dealers in North America. London: Sheppard Press. 1954. 177 pp.

Frequently revised "directory of dealers in secondhand and antiquarian books in Canada and the United States." Discusses the American book trade, lists abbreviations and book sizes, and lists book trade periodicals and

organizations. Dealers listed alphabetically by states or provinces. Indexes by dealers and by their specialties. The same publishers also print a *Directory of Dealers in Secondhand & Antiquarian Books in the British Isles*, following much the same format.

The Bookman's Concise Dictionary [16·365] defines terms used in all phases of publishing, including bookselling.

The Bookman's Glossary [16·365] contains a complete glossary of terms in all branches of the book trade.

Clegg's International Directory of the World's Book Trade. New York: R. R. Bowker Company. 1950. 694 pp.

A British publication, this volume is limited actually to the English-speaking world in large part. It lists booksellers, publishers, book collectors, etc. There are some personal names included, but these are the exception rather than the rule.

Publishing & Bookselling. Frank Arthur Mumby. 3d ed., rev. by Max Kenyon. New York: R. R. Bowker Company. 1954. 500 pp.

"A history from the earliest times to the present day" of publishing and bookselling, with a detailed index.

16·58

Botanical Gardens

SEE ALSO Plant Life. SEE ALSO Chapter 15 for lists of guidebooks containing detailed data on cities that have botanical gardens and descriptions of them.

Zoological Parks, Aquariums and Botanical Gardens [16·481] gives directory-type data on all the major botanical gardens in the U.S. as of the date of publication, 1932.

16·59

Botany

SEE ALSO Biology; Ecology; Gardening; Plant Life; Science.

A Bibliography of Eastern Asiatic Botany. Elmer D. Merrill and Egbert H. Hamilton. Jamaica Plain, Mass.: Arnold Arboretum of Harvard University. 1938. 719 pp.

Annotated listing of materials on Far Eastern botany appearing in both books and periodicals. Three subject indexes cover systems, regions, and general subjects.

Biological Abstracts [16·51] indexes botanical matter.

Botanical Abstracts. Baltimore: The Williams & Wilkins Company. 1918–1926.

Monthly compilation of abstracts from material published in the U.S. and abroad in the broad field of botany; coverage runs from September, 1918, to November, 1926. An index to the first 10 volumes was published in 1922. Most material formerly included in this publication now appears in *Biological Abstracts* [16·51].

Gray's Manual of Botany. Merritt Lyndon Fernald. 8th (Centennial) ed. New York: American Book Company. 1950. 1698 pp.

Subtitled "a handbook of the flowering plants and ferns of the central and northeastern United States and Adjacent Canada," this standard work contains many basic botanical data as well as descriptions of some 8000 species of plants. This material includes a synopsis of the orders and families of vascular plants, a summary of the families, a glossary, and indexes to the Latin, English, French-Canadian, and colloquial names of plants. More than 1800 line drawings.

History of Botany (1530–1860). Julius von Sachs. Oxford: Clarendon Press. 1916. 584 pp.

Standard history of the science, translated from the German.

History of Botany 1860–1900. Joseph Reynolds Green. Oxford: Clarendon Press. 1909. 543 pp.

Chronological continuation of the above work.

International Code of Botanical Nomenclature. J. Lanjouw. Waltham, Mass.: Chronica Botanica Company. 1952. 228 pp.

New system of nomenclature adopted by the Seventh International Botanical Congress of July, 1950.

International Rules of Botanical Nomenclature. W. H. Camp, H. W. Rickett, and C. A. Weatherby. Waltham, Mass.: Chronica Botanica Company. 1948. 120 pp.

Based on the revisions adopted by the 1935 International Botanical Congress, presumably superseded in part by the publication cited immediately above.

Manual of Plant Diseases. Frederick Deforest Heald. 2d ed. New York: McGraw-Hill Book Company, Inc. 1933. 953 pp.

Standard and most comprehensive work, well indexed for reference purposes and heavily illustrated. Useful bibliographies.

Plant Diseases. Washington, D.C.: Government Printing Office. 1953. 940 pp.

The 1953 Yearbook of Agriculture, this is an extensive and well-organized collection of articles on all phases of plant diseases and their treatment. Useful reference features include bibliographies and a glossary of terms. Color plates at the end of the volume illustrate many plant diseases.

16·60

Bowling

SEE ALSO Sports.

Bowler's Manual. Milwaukee, Wis.: American Bowling Congress. 1950. 42 pp.

Discussion of the fundamentals of bowling, with the official rules of play.

The Complete Guide to Better Bowling. Howard J. Lewis. New York: Random House, Inc. 1956. 144 pp.

Information on rules, equipment, etiquette, and scoring, with tips from experts on improving playing methods.

Dell Bowling Handbook. Joe Falcaro and Murray Goodman. New York: Dell Publishing Co., Inc. 1953. 191 pp.

Guide to the fundamentals of the game.

16·61 Boxing

SEE ALSO Sports.

Official Boxing Rules. New York: Amateur Athletic Union of the United States.

Annual publication of about 75 pages, giving the official rules of amateur boxing and listing champions.

Official 19— NCAA Boxing Guide. Forest Hills, N.Y.: National Collegiate Athletic Bureau.

Published on an approximately triennial schedule, this booklet gives the rules and records of high-school and college boxing.

The Ring Record Book and Boxing Encyclopedia. Nat Fleischer. New York: The Ring Book Shop. 1942— .

This annual publication began as only a record book. More recent editions now contain boxing statistics of all kinds, records of all currently active boxers of any note, biographies of current and recent world champions and all-time great figures in the sport; a directory of fight managers; a directory of outstanding promoters and matchmakers; an index of champions; and an index of boxers, both American and foreign.

16·62 Boy Scouts

SEE ALSO Organizations.

Bear Cub Scout Book. New York: Boy Scouts of America, Inc. 1948. 156 pp.

Basically a guide to handicrafts and other activities for the junior Scout.

Boy Scout Encyclopedia. Bruce Grant. Chicago: Rand McNally & Company. 1952. 160 pp.

Authorized and approved by the Boy Scouts of America, the text and illustrations were prepared under the organization's direction.

Over 450 entries on various Boy Scout activities, written in a lively style. Four pages of color illustrations and some 200 black-and-white pictures.

Handbook for Boys. New York: Boy Scouts of America, Inc. 1948. 562 pp.

The official publication of the Boy Scouts, this book gives all kinds of data on scouting and scout activities. Many of these data are of use of the non-Scout, particularly those on nature study, camping, woodcraft, handicrafts, sports, and activities.

16·63 Brewing

SEE ALSO Alcoholic Beverages; Manufacturing.

Beer and Brewing in America. Morris Weeks,

Jr. New York: U.S. Brewers Foundation. 1949. 75 pp.

Layman's guide to the manufacture of beer. Several drawings, charts, and maps.

16·64 Bridge

SEE ALSO Card Games.

Contract Bridge in a Nutshell. Charles H. Goren. Rev. ed. New York: Doubleday & Company, Inc. 1952. 128 pp.

The majority of bridge books are aimed at selling a particular system of play and thus

cannot qualify as objective and comprehensive reference guides to the game. This book has enjoyed unusual popularity with both beginners and experts in the game as an easy-to-use source of data on rules and methods of play. Each chapter is thumb-indexed, and there is a further subject index.

16·65 Broadcasting

SEE ALSO Advertising; Radio; Television; Theater.

Basic Facts and Figures [16·148], a UNESCO publication, contains recent (1952) statistics
354

on broadcasting through most countries of the world.

Billboard Encyclopedia of Music [16·293], an annual publication since 1947, contains

much information about activity in the world of radio and television in each year covered. There is much useful directory-type information.

The British Commonwealth [15·2], **Europa** [15·2], **The Middle East** [15·2], and **Orbis** [15·3] contain data on broadcasting in each country covered in each publication. These data include lists of broadcasting stations.

Broadcasting; Telecasting. Washington, D.C.: Broadcasting Publications. 19— .

Annual yearbook—market book of the world of radio and television. Emphasis is on commercial news and data on advertising, but there is considerable information on the entertainment end of the industry.

Dictionary of Radio and Television Terms. Ralph Stranger. New York: Chemical Publishing Company, Inc. 1941. 252 pp.

Rather out of date now, but still useful for its exceptionally clear definitions of basic terms in the field.

Handbook of Broadcasting. Waldo Abbot. 3d ed. New York: McGraw-Hill Book Company, Inc. 1950. 492 pp.

Comprehensive guide to all aspects of broadcasting from a nontechnical point of view. Simple explanations of television and various types of radio and recording are

given, but the emphasis is on announcing, speaking on radio and TV, writing programs, producing programs, educational television, directing, sound effects, and the mechanics of advertising on TV and radio.

International Television Almanac [16·433], an annual publication, contains much information, both biographical and other, on radio and television, primarily from the performer's point of view.

Radio and Television Bibliography. Burton Paulu. Urbana, Ill.: National Association of Educational Broadcasters. 1952. 129 pp.

List of books and magazine articles on non-technical aspects of broadcasting published between Jan. 1, 1949, and June 30, 1952.

Risks and Rights in Publishing [16·116] covers the major legal aspects of radio and television broadcasting, including the advertising phase.

Sponsor All-media Evaluation Study [16·6] studies radio and television from the advertiser's point of view.

Whitaker's Almanack [6·2] contains international data on broadcasting, though emphasis is on Great Britain.

Working Press of the Nation [16·305], a directory, lists newscasters and radio and TV networks.

16·66 Buddhism

SEE ALSO Religion.

Buddhist Dictionary. Nyanatiloka. Colombo, Ceylon: Frewin Publishers, Ltd. 1950. 189 pp.

English-language equivalents of Pali terms and doctrines for the religion.

Sacred Books of the East [16·379] includes in its volumes collections of Buddhist sutras and other sacred texts. The index is helpful in locating references to various myths and beliefs.

Budgeting. SEE Business and Finance; Personal Finance.

16·67 Building and Contracting

SEE ALSO Acoustics; Air Conditioning; Architecture; Business and Finance; Carpentry; City Planning; Civil Engineering; Do-it-yourself; Electricity and Electrical Engineering; Heating and Ventilating; Interior Decoration; Lighting; Marine Engineering and Architecture; Materials; Paints and Varnishes; Plumbing; Real Estate; Roads and Highways; Ships and Shipbuilding; Technology; Welding; Wood; Wrought Iron.

Amateur Builder's Handbook. Hubbard Cobb. New York: Wm. H. Wise & Co., Inc. 1951. 502 pp.

Point-by-point how-to-do-it guide to carpentry, plumbing, painting, and other aspects of amateur building, heavily illustrated, and indexed for quick reference.

American School and University [16·148], a yearbook, contains extensive data on all

phases of construction and maintenance of school buildings.

The Architectural Index [8·5] is a useful source of data in periodicals on new buildings. Structures are indexed by general type and by location.

Builder's Vest Pocket Reference Book. William J. Hornung. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1955.

Useful guide to builders in solving problems in carpentry, masonry, roofing, insulation, road construction, and other phases of building. There are numerous charts and tables.

Building Cost Manual. New York: John Wiley & Sons, Inc. 1957. 376 pp.

Guide to the calculation of building costs for about 150 different types of buildings, including private houses, apartment buildings, and commercial and institutional structures.

A Concise Building Encyclopaedia. Thomas Corkhill. 3d ed. New York: Pitman Publishing Corporation. 1951. 366 pp.

Definitions and explanations of some 14,000 terms used in building and construction, with some 1200 illustrations. British publication.

Farmer's Shop Book [16·139] contains data on carpentry and woodworking from the point of view of the farmer's needs.

Handbook of Building Construction. George A. Hool and Nathan C. Johnson, eds. New York: McGraw-Hill Book Company, Inc. 1929. 2 vols.

Compilation of discussions of all phases of architectural design and building construction by more than 50 experts in different fields. Part I treats design and construction; Part II deals with estimating and contracting; Part III discusses mechanical and electrical equipment, including heating, ventilating, plumbing, and lighting. Principles, methods, costs, and similar data are given in tabular form for quick reference.

Handbook of Engineering Materials [16·271] is an especially useful guide to materials of various types for builders and contractors. It emphasizes the selection and use of materials.

The Home Owner's Complete Guide to Remodeling. Hubbard Cobb. Boston: Houghton Mifflin Company. 1953. 264 pp.

A practical how-to-do-it book covering all phases of redoing an old house. Fourteen parts discuss planning, selection of materials, handling utilities, and remodeling different rooms as well as attics, basements, porches, outbuildings, garages, and building patios and swimming pools. There are many diagrams and drawings.

Kidder-Parker Architects' and Builders' Handbook [16·25], though somewhat dated, is a most useful guide to the fundamentals of building for the builder.

The Modern Building Encyclopedia. N. W. Kay, ed. New York: Philosophical Library, Inc. 1955. 768 pp.

British publication. Some 4000 entries arranged alphabetically, including both definitive entries and extended discussions of major subjects in the field of building. Some 30 experts contributed to the work. More than 800 line drawings.

Practical Builder's Estimating Handbook. New York: *Practical Builder*. 1952. 128 pp.

Useful for a long period of time and in almost any locality since it states estimates for different aspects of building in terms of amounts of materials needed and hours of labor involved rather than in actual dollar amounts.

A Short Dictionary of Architecture [16·25] includes definitions of many terms more properly in the builder's vocabulary than in the architect's.

Time-saver Standards [16·25] discusses in detail a great many different types and problems of building. There is much basic handbook type of data.

16·68

Bulbs

SEE ALSO Botany; Flowers; Gardening; Plant Life.

The American Gardener's Book of Bulbs. T. H. Everett. New York: Random House, Inc. 1954. 244 pp.

Encyclopedic coverage of bulbs from the gardener's point of view, both for indoor and for outdoor cultivation. More than 360 pictures, 238 in full color.

16·69

Business and Finance

SEE ALSO Accounting; Advertising; Agriculture; Automobiles; Aviation; Banks and Banking; Bookselling; Broadcasting; Business Education; Business Machines; Chambers of Commerce; Commodities; Communications; Consumer Research and Education; Cooperatives; Correspondence; Credit, Economics; Filing; Fisheries; Food Preservation; Handicrafts; Insurance; Investments; Labor and Labor Unions; Manufacturing; Marketing and Market Research; Materials; Merchandising; Mining and Quarrying; Organizations; Packaging; Personnel Management; Public Relations; Public Utilities; Publishing; Purchasing; Real Estate; Restaurants; Retirement; Safety; Salesmanship; Secretarial Science; Service Industries; Statistics; Taxation; Technology; Theater; Trade and Commerce; Trademarks and Trade Names; Transportation; Vocations and Vocational Guidance.

Entries on business, as opposed to theoretical economics, are a relatively new addition to the coverage of general encyclopedias. Happily, the trend is to include more and more of such entries, both on general types of businesses and on particularly important business enterprises. None of the general encyclopedias listed in 5·1 can be said as yet to give outstanding coverage of this broad field, but several have useful special features. *Encyclopaedia Britannica* [5·1] includes perhaps the largest number of entries on outstanding commercial and industrial firms as well as a good number of entries defining various business and financial special terms, especially in the field of investment. *American Peoples Encyclopedia* [5·1] excels in the amount of up-to-date general statistical data on business that it contains. *Collier's Encyclopedia* [5·1] carries many extensive articles on the operations of various types of businesses. The school encyclopedias, as is to be expected, carry considerably less of this type of information, though *World Book Encyclopedia* [5·1] has stepped up its coverage of business to a marked degree in recent editions.

American Business Dictionary. Harold Lazarus. New York: Philosophical Library, Inc. 1957. 538 pp.

"The terms, business and government institutions, concepts, procedures, job titles, monetary units, laws, and abbreviations most commonly referred to in modern American business are defined and described."

The British Commonwealth [15·3], **The Middle East** [15·3], **Europa** [15·3], and **Orbis** [15·2] carry extensive surveys of the economic and commercial lives of each of the countries covered in the respective volumes, as well as specific data on such businesses as publishing, banks and banking, insurance, chambers of commerce, trade associations, labor unions, transportation companies, and broadcasting.

The Business Founding Date Directory. Etna M. Kelley. Scarsdale, N.Y.: Morgan & Morgan Publishers. 1955.

Listing of more than 9000 American business firms and the dates they were founded, covering the years 1687 to 1915. Both alphabetical and chronological lists. Product or service of each firm listed is noted.

Business Information. Marian C. Manley. New York: Harper & Brothers. 1955. 265 pp.

Guide by a well-known business librarian to the chief sources of information for the businessman, including books, periodicals, information services, and other special sources. The first section discusses the different types of sources. Part II discusses sources useful in different types of business situations. Index limited largely to authors and titles, making it rather difficult to find data on specific subjects.

Business Statistics. U.S. Department of Commerce. Washington, D.C.: Government Printing Office.

Biennially issued compilation of business statistics for the United States, the most comprehensive publication of its kind available.

Business Year Book. M. Hamilton, ed. Montreal. Maclean-Hunter Publishing Co., Ltd. 19- .

"An annual market survey of the latest statistics of Canada's provinces, cities and towns—plus special reviews of the major economic and business indicators of the nation."

Canadian Trade Index. Toronto: Canadian Manufacturers' Association, Inc. 1900- .

Annually published directory of more than 10,000 Canadian manufacturers, with their addresses, branches, principal products, export representation, and trademarks and brands; a classified directory of products listing their manufacturers; a directory of exporters of farm products; a special export section dealing with all aspects of foreign trade in Canada. The regular edition includes a cross-reference index in French, and special editions substitute Spanish or Portuguese.

Chemical Business Handbook [16·88] covers all aspects of the organization and management of firms engaged in the chemical industry and chemical engineering.

Corporation Records Service. New York: Standard and Poor's Corporation.

Publication supplied on a subscription basis with an annual basic issue, monthly revisions, and daily supplements. Supplies financial information on corporations and their securities. Also names company officers and directors, with their business and home addresses.

Crowell's Dictionary of Business and Finance. New York: Thomas Y. Crowell Company. 1930. 601 pp.

Now considerably out of date, a scheduled new edition of this work will be a welcome addition to the business library. It contains several thousand definitions, clear and succinctly stated, in all phases of business, banking, advertising, investments, accounting, and merchandising.

The Dictionary of Business and Industry. Robert J. Schwartz, ed. New York: B. C. Forbes & Sons Publishing Co., Inc. 1954. 561 pp.

Brief definitions of about 45,000 different terms as they are used in business, industry, trade and commerce, and commercial law. 36 pages of charts and tables, including lists of moneys, foreign weights and measures, foreign trade definitions, conversion factors, and various aspects of business mathematics. Special emphasis is placed on giving usage of terms in specific businesses and industries.

Dictionary of Business Terms, Spanish-English and English-Spanish. Louis A. Robb. New York: McGraw-Hill Book Company, Inc. 1950. 219 pp.

Complete bilingual vocabulary of terms commonly used in business and foreign trade.

Dictionary of Technical Terms [16·432] contains many definitions applicable to both business in general and special businesses and industries.

Directories for the Business Man [10·2] is a still useful though rather dated (1938) classified listing of major business directories.

Directory of American Firms Operating in Foreign Countries. Juvenal L. Angel. 2d ed, rev. and enl. New York: World Trade Academy Press. 1957. 131 pp.

Lists some 2300 American firms with the more than 7500 business enterprises in foreign countries that they operate or control.

The Economic Almanac. The National Industrial Conference Board. New York: Thomas Y. Crowell Company. 1940- .

Annual publication covering virtually every phase of business and allied subjects in the United States, presented primarily in statistical form. Recent editions exceed 700 pages in length and carry more than 800 statistical tables. A useful feature is a glossary of special terms, which annually introduces a number of new terms. Indexed in detail.

Editor and Publisher Market Guide [15·4], an annual compilation, gives a succinct picture of the business and economic life of each town in the United States and Canada that has a daily newspaper.

Encyclopedic Dictionary of Business. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1952. 704 pp.

Though containing far fewer entries than other similar publications, about 2000 in all, this publication gives considerably more data under its subject headings. These cover major subjects in finance, investment, labor, advertising, accounting, correspondence, foreign trade, credit, marketing, commercial law, personnel management, taxation, real estate, and salesmanship. The cross referencing has been done exceptionally well.

English-French-German Technical and Commercial Dictionary [7·3] includes numerous general and special terms of business in such phases as wholesale and retail trade, the stock market, banking, insurance, commercial law, and importing and exporting, giving the French and German equivalents of the English terms.

Etiquette in Business [16·156] covers such subjects as employee behavior in offices, correspondence, meeting the public, employee-boss relationships, business procedures, and social life in business.

Facts, Files and Action [9·3] is a British guide to sources of information useful to the businessman, plus a detailed outline of such business procedures as filing and indexing for business purposes. Entirely British in its approach, it is of limited use to American businessmen except those wanting special data on Britain and British commercial methods.

Facts on File [6·2] contains much business news of major importance, including mergers, stock developments, changes in management, etc. The index covers primarily firm names.

A French-English and English-French Dictionary of Commercial and Financial Terms. London: Routledge and Kegan Paul, Ltd.

Bilingual listing of terms somewhat limited in its usefulness because of its British terminology.

Glossary of German Financial and Economic Terms. C. A. Gunston and C. M. Corner. New York: David McKay Company, Inc. 1955.

Listing of German terms and their English meanings.

Guide to American Business Directories [10·2] is the most up-to-date and most comprehensive classified listing of major American business directories.

Handbook of Accounting Methods [16·1] studies 84 different types of businesses from the accountant's point of view and in so doing gives considerable insight into the customary procedures of these various enterprises.

Handbook of Commercial, Financial and Information Services. 5th ed. New York: Special Libraries Association. 1956. 239 pp.

Alphabetically arranged listing of 776 organizations or publishers that supply publications, informational services, or other types of commercial services, either without cost to a limited circulation list or to subscribers. Among the numerous listings are directories of all types. Title and subject index.

The Handy Encyclopedia of Useful Information [6·3] includes a glossary of business terms.

Heaton's Commercial Handbook of Canada [15·4] contains various Canadian trade directories and other kinds of general business information.

How to Read a Financial Report. New York: Merrill Lynch, Pierce, Fenner & Beane. 1953. 28 pp.

This booklet designed for the investor is a useful short course in understanding business reports. It discusses the basic fundamentals of business accounting and reporting, including bonds and securities, taxes, etc. Indexed.

Industrial Marketing, Market Data and Directory Number [16·270], gives basic information on trends and many statistics each year on more than 60 major and some 40 minor fields of business and industry in the U.S. With each field, it lists related reference publications, including periodicals and directories, as well as related trade magazines.

Information for Administrators. P. Wasserman. Ithaca, N.Y.: Cornell University Press. 1956. 375 pp.

"A guide to publications and services for management in business and government."

Information Sources for Small Business. James C. Yocum and Marjorie Landaker. New York: Bureau of Business Research. 1949. 94 pp.

Bibliography in three parts. Part I treats the general aspects of small business; Part II lists sources of data on various specific businesses in retailing, service, manufacturing, wholesaling, and farming; Part III lists works on the role of small business in the U.S. economy.

International Business Dictionary [7·3] supplies the equivalents in Spanish, French, German, and Italian for the essential English words, terms, and phrases commonly used in business correspondence.

The Interpretation of Financial Statements. Benjamin Graham and Charles McGolrick. Rev. ed. New York: Harper & Brothers. 1955. 114 pp.

A concise guide to the reading and understanding of business reports for the use of investors, brokers, and other interested persons.

Jobs after Retirement [16·381] is a specialized guide, in part, to small businesses that the man over 65 can set up and maintain.

Langford's Technical and Commercial Dictionary. Reginald A. Langford and R. W. Aberhard. London: W. & G. Foyle, Ltd. 1952. 1024 pp.

French-German-English lexicon of terms used in business, trade, technology, and industry.

Law in Its Application to Business [16·253] is a comprehensive and well organized guide to commercial law.

Leading Employers Directory [16·460], primarily a guide for job-hunters, lists over 500 leading firms around the country with the names of responsible executives and their positions, the number of employees, home office addresses, and the name of the personnel director. A cross index lists home offices by states.

"The Legal Almanac Series" [16·253] contains a number of volumes dealing with various aspects of commercial law, including real estate law, labor law, debt and credit law, liquor law, workmen's compensation, copyright, patents, social security, contracts, insurance, and selling.

The Modern Corporation and Private Property. Adolf A. Berle and C. Gardiner Means. New York: The Macmillan Company. 1944. 396 pp.

A now quite dated survey of business and finance in the United States, it remains useful primarily for its many tables of data on the largest American corporations.

National Associations of the United States [16·312] lists virtually all U.S. business organizations with nationwide membership in the country, with a description of their main activities. It includes an index by types of industries and trades. Trade associations are listed in a 1956 supplement.

National Industrial Register [16·265], primarily a directory of manufacturers, also lists sources of supply, business services, buying and selling data. It describes Federal government sources of information for the businessman.

The Nation's Leading House Magazines [16·262] lists the house organs and other periodicals published by more than 1000 leading companies of the United States. The circulation figures often indicate the company's number of employees or the number of customers the firm has on its mailing list.

The Office Encyclopedia [16·397] contains many useful data on major types of business procedures, primarily for the use of the secretary. In addition, there is a glossary of business terms, a section on business mathematics, listings of government forms, sources of business information, etc.

Poor's Register of Directors and Executives, United States and Canada. New York: Standard and Poor's Corporation. 1928- .

Annual publication with three intervening quarterly supplements, listing corrections. It consists of several parts. A "Corporation Directory Section" lists alphabetically over 20,000 companies of all kinds, giving names and addresses of all officers, directors, and other executives; principal products and services of each company; and number of employees. A "Register of Executives Section" lists some 80,000 business executives, giving complete information on their positions and business connections, as well as their addresses, dates and places of birth, colleges and years of graduation, fraternal affiliations, and interlocking directorates. A "Classified Industrial Index" lists alphabetically under some 200 different categories of industrial products all companies listed in the register selling them. A "Product Index" directs the reader to sources of some 2500 commodities and services.

Principal Business Directories for Building Mailing Lists [10·2] lists major trade, vocational, and professional directories containing names and addresses as well as sources of specialized mailing lists.

Printers' Ink Directory of House Organs [8·2] is a good guide to major industries and commercial firms, listing more than 5000 publications by name of magazine, by firm, and geographically by state and city.

Rand McNally Commercial Atlas [15·2] gives for the U.S. a detailed analysis by states of agriculture, mining, manufacturing, retail and marketing data, transportation, and banking facilities. There is also a study of retail trade by counties with retail sales maps and trading area maps. Less detailed data are also supplied for Canada and, on a smaller scale, for other major countries of the world.

Reference Book of Dun and Bradstreet, Inc. [16·120] lists the names and financial ratings of virtually all manufacturers, wholesalers, retailers, banks, and bankers, in the United States, arranged by states and cities.

Small Business Bibliography. Jessie Croft Ellis. Boston: The F. W. Faxon Co., Inc. 1951. 237 pp.

Annotated and classified listing of publications dealing with small business.

Some Prominent Swedish Companies. Stockholm: P. A. Norstedt & Soners Forlag. 1949- .

Condensed edition (over 100 pages) in English of the same publisher's *Svenska Aktiebolag* (over 2000 pages). Recent editions of the smaller book list more than 70 major Swedish firms divided into three groups—commercial and industrial firms, insurance companies, and banks. Listings give addresses, numbers of shares, officers, time and place of annual meeting, voting regulations, labor information, profits, losses, dividends, and other data. Some company history is also included. Swedish regulations on limited companies are listed. The larger publication is in Swedish but has an English table of contents and glossary of terms. There is an index of companies and of persons. This work is classified by types of industries; it covers all incorporated firms in the country.

Sources of Business Information [9·4] contains classified bibliographies of all types of business data, with some directions and suggestions as to their use.

Special Days, Weeks and Months [16·219], an annual publication, lists the various commercial celebrations scheduled for each coming year.

Statesman's Year-book [15·2] discusses briefly and gives general statistics on the business and economic life of each country of the world.

A Thesaurus of Spanish Idioms and Everyday Language [7·3] contains a special section of business idioms and phrases.

Tokyo News Directory of Foreign Firms, 1955. South Pasadena, Calif.: P.D. & Ione Perkins. 1955. 619 pp.

Frequently revised directory of foreign firms doing business in Japan, with personal data, addresses, etc.

United States Census of Business, 1948. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office. 1952. 7 vols.

A complete report of the most thorough census of U.S. business taken; normally retaken about every seven years. Vols. 1 and 2 contain general statistics on retail trade, with merchandise-line sales statistics appearing in the second volume. Vol. 3 gives statistics on retail trade by area; Vol. 4 gives general figures and commodity-line sales statistics for the wholesale trade; Vol. 5 covers the same field by areas. Vols. 6 and 7 treat the service trade in general statistics and area statistics, respectively.

Who's Who in Commerce and Industry [14·4] includes an index of more than 6000 leading American firms whose executives are covered in the biographical section of the work. This index is keyed to the biographies so that one can easily determine the names of the chief officers of each company covered.

16·70

Business Education

SEE ALSO Business and Finance; Civil Service; Schools; Secretarial Science; Vocations and Vocational Guidance.

College and Private School Directory of the United States and Canada [16·103] lists virtually all the business schools in the United States and Canada in classified lists.

Directory of Accredited Institutions and Operating Criteria. The Accrediting Commission for Business Schools. Washington, D.C.: The Commission.

Biennially reissued pamphlet listing all accredited business schools in the United States classified by type. There is also a discussion of the criteria used in evaluating institutions of this type.

Directory of Business Schools in the United States. National Association & Council of Business Schools. Washington, D.C.: The Association. 1943- .

Annually revised pamphlet listing by states and cities all business schools "that have met membership requirements" of the organization. Each listing gives the school's name, address, administrative head, year founded, number of students, and courses offered. The standards member schools must maintain are outlined.

Standards of Practice for Private Business Schools. National Association & Council of Business Schools. Washington, D.C.: The Association. 1952. 16 pp.

Outline of the minimum standards established by the organization for business schools, regarding faculty, courses of study,

administration, buildings and equipment, and general ethics. Course outlines for six standard business school courses are included.

Business Law. SEE Business and Finance; Law.

16·71

Business Machines

SEE ALSO Business and Finance; Secretarial Science.

Information Processing Equipment. M. P. Doss. New York: Reinhold Publishing Corporation. 1955. 270 pp.

Describes all the latest types of business machines used to prepare, reproduce, and utilize information of all types. Machines listed include automatic typewriters, calculating machines, copy reproduction machines, industrial photography, microfilming, printing, dictating and recording machines, punch-card machines, etc.

Lasser's Accountants' Handbook [16·1] describes in detail the use of the various business machines used by accountants.

Manual of Office Reproduction. Irwin A. Herrmann. New York: Office Publications Co. 1956. 210 pp.

Guide to "reproduction processes, duplicating systems, imprinting methods." Methods of duplicating covered include the recent photoduplicating machines. Automatic typewriters, punched-card data, and other techniques are also treated.

Punched Cards: Their Application to Science and Industry. Robert S. Casey and James W. Perry. New York: Reinhold Publishing Corporation. 1951. 514 pp.

Summary of information on the use of machines for storing and filing scientific and other types of data.

16·72

Bus Transportation

SEE ALSO Automobiles; Transportation; Travel and Tourism.

Moody's Transportation [16·446] contains data on major bus transport companies.

Russell's Official National Motor Coach Guide. Cedar Rapids, Iowa: Russell's Guides. 1927- .

Compilation of bus timetables, issued monthly in a revised edition.

16·73

Butterflies and Moths

SEE ALSO Insects.

Butterflies. Edmund Brisco Ford. 3d ed. New York: The Macmillan Company. 1957. 382 pp.

Guide to the butterflies native to the British Isles, with full descriptive data and numerous illustrations. Bibliography.

Butterflies and Moths. Alfred Werner. New York: Random House, Inc. 1956. 175 pp.

Introductory text on Lepidoptera, identifying and describing the basic types. About 250 color photos.

Collecting Butterflies and Moths. Ian Harman. Fond du Lac, Wis.: All-Pets Books, Inc. 128 pp.

Guide to field collecting, night and day collecting, obtaining eggs, preserving larvae, mounting, etc. 39 illustrations.

A Field Guide to the Butterflies. Alexander B. Klots. Boston: Houghton Mifflin Company. 1951. 349 pp.

One of the Peterson nature guide series, this volume concentrates primarily on butterflies found in the eastern United States. 247 color paintings and 232 photographs.

Cabinetmaking. SEE Carpentry; Furniture.

16-74

Cactus

SEE ALSO Gardening; Plant Life.

Cactus. Laura Adams Armer. Philadelphia: Frederick A. Stokes Company. 1934. 102 pp.

Describes each variety of cactus, with an illustrative drawing.

16-75

Camps and Camping

SEE ALSO Games and Recreation; National Parks, Forests, and Monuments; Sports; Travel and Tourism.

The Auto Camper's Guide to Canada. George and Iris Wells. New York: Harper & Brothers. 1955. 180 pp.

A Canadian version of the same authors' *Handbook of Auto Camping* (see below). Part I contains tips on auto camping plus data on national, provincial, and roadside parks, crown lands, private lands, and trailer camping. Part II is a province-by-province directory of various types of camping facilities, with a brief description. Part III is a directory of hotels, lodges, and cabin camps available in national and provincial parks.

Bear Cub Scout Book [16-62] contains basic data on camping for the younger set.

Boy Scout Encyclopedia [16-62] includes several dozen entries relating to camping and how to do it well.

Directory for Exceptional Children [16-209] contains a list of summer camps that cater to or especially welcome handicapped children of various types.

Guide to Summer Camps. Boston: Porter Sargent Publishers. 1946- .

The most comprehensive guide to camps for children and young people in the United States, revised annually. Introductory matter includes a brief history of summer camps and tips on how to choose them. There is an alphabetical listing of camp directors, followed by a geographical listing of camps, arranged state by state from the East coast to the West. The listings are further broken down by general types, such as boys' camps, girls' camps, mixed camps, camps with special programs, study camps, etc. Each listing gives the camp's name, address, date of founding, director's name and winter address, size, age

The Illustrated Reference on Cacti and Other Succulents. Edgar Lamb. New York: Pitman Publishing Corporation. 1955. 320 pp.

Over 200 cacti and other succulents described and illustrated with photographs. 32 full-color illustrations. Descriptions are scholarly and detailed.

range, prices. Other indexes help you locate camps according to whatever characteristic interests you.

Handbook for Boys [16-62], the official Boy Scout publication, includes detailed data on camping useful for non-Scouts as well as Scouts.

Handbook of American Mountaineering [16-289] devotes a chapter to how to camp in the mountains.

The Handbook of Auto Camping. George and Iris Wells. New York: Harper & Brothers. 1954. 243 pp.

Part I contains advice on how to camp and describes the various types of camps available in state and national parks and forests. Part II is a guide to public campgrounds in the United States arranged by states. Under each state there is a listing of state parks, roadside parks, city parks, national parks and forests, etc. Each listing describes available facilities, recreational activities, and sources of information. A second list gives state and national parks in which hotels, lodges, inns, rooms, and housekeeping facilities are available. The same authors have compiled a similar guide to camping in Canada; see the *Auto Camper's Guide to Canada* above.

The Jewish Chronicle Travel Guide [15-2] lists holiday camps in Great Britain and elsewhere catering to the Jewish vacationer.

Jewish Education Register and Directory [16-148] lists summer camps in the United States that welcome Jewish clientele.

The National Catholic Almanac [16-386] lists summer camps maintained by various Roman Catholic organizations.

The Outdoor Encyclopedia [16-420] contains many entries relating to the enjoyment of camping.

Western Campsite Directory. Menlo Park, Calif.: Lane Publishing Company. 1955.

Gives basic data on camping in every public campground in seven Western states and Hawaii, plus similar information on more

important camp sites in Montana, Wyoming, Colorado, New Mexico, Lower California, and British Columbia. All Western wilderness areas are listed. Nearly 34,000 camp sites in over 1800 locations are listed. There are eight location maps.

16·76

Canaries

SEE ALSO Birds; Pets.

Canaries, Their Care and Breeding. M. L. Flowers and Flora Flowers. Fond du Lac, Wis.: All-Pets Books, Inc. 80 pp.

Data on the breeding and raising of canaries for both the pet owner and the mass breeder. 25 illustrations, including 10 color plates.

Canary Breeding for Beginners. Claude St.

John. 15th ed. London: Poultry World, Ltd. 1949. 101 pp.

A standard guide to canary raising for the amateur. British in authorship and point of view.

Canary Tips. Cliff Newby. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 48 pp.

A complete study of canary keeping for the inexperienced bird owner. 22 illustrations.

Canning. SEE Food Preservation.

Canoeing. SEE Boats and Boating.

Canon Law. SEE Ecclesiastical Law.

16·77

Card Games

SEE ALSO Bridge; Games and Recreations.

Card Games Complete. Ely Culbertson. New York: The Greystone Press. 1952. 415 pp.

A compilation of the rules and basic playing instructions for more than 500 different card games arranged in 14 broad classifications. Individual games can be located by an index. Frequent historical notes on the origins of various games and extensive glossary of card-game terms.

The Complete Book of Solitaire and Patience Games. Albert H. Morehead and Geoffrey Mott-Smith. New York: Longmans, Green & Co., Inc. 1949. 190 pp.

Playing instructions for virtually all known types of one-man card games.

The Complete Card Player. Albert A. Ostrow. Rev. ed. New York: Grosset & Dunlap, Inc. 1951. 771 pp.

A comprehensive guide to the rules and methods of play of virtually every known card game.

History of Playing Cards and a Bibliography of Cards and Gaming. Catherine Perry Hargrave. Boston: Houghton Mifflin Company. 1930. 468 pp.

A scholarly study of the development of card playing based on the collection of the United States Playing Card Company.

16·78

Carpentry

SEE ALSO Building and Contracting; Do-It-Yourself.

Practical Carpentry. Floyd Mix and Ernest H. Cirou. Rev. ed. Chicago: Goodheart-Willcox Co. 1954. 480 pp.

A how-to-do-it guide divided into 19 sec-

tions according to different types of structures which in their entirety constitute a guide to building a house. Also directions on planning a house, building a garage, or constructing farm buildings; discussions of tools and their uses; general index; and some 1100 helpful diagrams.

Carpets. SEE Rugs.

Cartography. SEE Map Making.

16·79

Carving

SEE ALSO Cooking; Food.

Adventures in Good Cooking [16·113], a

Duncan Hines publication, includes an illustrated section describing in detail how to carve various cuts of meat and poultry.

Cataloguing. SEE Chapter 3. SEE ALSO Indexing.

Catholic Churches. SEE Orthodox Church; Religion; Roman Catholic Church.

16·80

Cats

SEE ALSO Animal Life; Mammals; Pets.

The ABC of Cat Diseases [16·457] tells what the cat owner can do for his sick cat in place of or before taking him to the vet. Symptoms and treatment for all types of ailments are outlined.

Cat Genetics. A. C. Jude. Fond du Lac, Wis.: All-Pets Books, Inc. 1955.

The history and evolution of various breeds of cats, with information on how to breed cats to develop various characteristics.

The Complete Book of Cat Care. Leon F. Whitney. Rev. ed. New York: Doubleday & Company, Inc. 1953. 284 pp.

A comprehensive guide to the care and treatment of cats for the pet owner.

How to Care for Your Cat. H. J. Deutsch and J. J. McCoy. New York: Thomas Y. Crowell Company. 1955. 168 pp.

A guide, organized in sections, to feeding, caring for, exercising, and treating the sick and well cat. Illustrated section on breeds of cats. The management of cat shows is discussed.

Siamese Cat Book. Vera M. Nelson. Fond du Lac, Wis.: All-Pets Books, Inc. 1953. 96 pp.

A specialized guide to the breeding of and caring for Siamese cats.

Your Cat: A Useful Handbook for All Cat Lovers. P. M. Soderberg. Fond du Lac, Wis.: All-Pets Books, Inc. 1951. 96 pp.

A brief, general guide to cat selection, care, and training.

16·81

Cattle

SEE ALSO Agriculture; Animal Life; Mammals.

Cattle of the World. Alvin Howard Sanders. Washington, D.C.: National Geographic Society. 1926. 142 pp.

A comprehensive guide to the various breeds of cattle, illustrated with many color and black-and-white photographs and paintings.

16·81A

Caves

SEE ALSO Geology.

Exploring American Caves. Franklin Folsom. New York: Crown Publishers, Inc. 1956. 280 pp.

Various chapters discuss the history, geology, lore, and location of major U.S. caves

as well as how to explore them. Extra features include a glossary of speleological terms, a directory of U.S. caves open to the public, a list of U.S. speleological societies, and a list of grottoes of the National Speleological Society. Also bibliography, index, and more than 100 photographs.

16·82 Cement and Concrete

SEE ALSO Building and Contracting; Manufacturing.

Cement and Concrete Reference Book. New York: Portland Cement Association. 1954. 111 pp.

Essentially a trade publication, with commercial data of all kinds presented largely in statistical tabular form. No index.

16·83 Censorship

SEE ALSO Publishing.

Banned Books. Anne Lyon Haight. 2d ed., rev. and enl. New York: R. R. Bowker Company. 1955. 172 pp.

Primarily lists of major banned books arranged by author in chronological order of

birth. Each listing gives the when, why, and by whom of censorship, plus other relevant notes. Thoroughly indexed. Appendixes include sections on censorship, freedom of the press, important court decisions, customs and postal laws, and bibliography.

Censuses. SEE Vital Statistics. SEE ALSO Chapter 15 for guides to censuses of particular countries.

16·84 Ceramics

SEE ALSO Art and the Arts; Glass and Glassware; Handicrafts; Manufacturing; Metallurgy; Plastics; Porcelain and Pottery.

Ceramic Abstracts. Easton, Pa.: American Ceramic Society. 1922- .

A monthly condensation of important articles, largely technical, in the broad field of commercial ceramics.

Ceramics for All. Jimmie Adair Stewart. New York: Barnes & Noble, Inc. 1950. 156 pp.

A how-to-do-it guide for competent amateurs to various varieties of hobby-type ceramics. Good index and many illustrations.

European Ceramic Art. William Bowyer Honey. Princeton, N.J.: D. Van Nostrand Company, Inc. 1949-1952. 2 vols.

A survey of ceramic art from the end of the Middle Ages to about 1815. Part I consists of 24 plates in full color and more than 600 black-and-white illustrations. The text fills a 564-page second volume.

New Ceramic Gallery. William Chaffers. 3d ed. London: L. Reeve & Co., Ltd. 1926. 2 vols.

A collection of more than 700 illustrations of classics in the ceramic arts, primarily pottery and porcelain, of all ages, with detailed descriptions.

Cereals. SEE Agriculture; Grasses; Plant Life.

16·85 Chamber Music

SEE ALSO Music.

Cobbett's Cyclopedic Survey of Chamber Music. Walter W. Cobbett. London: Humphrey Milford. 1929-1930. 2 vols.

Entries include biographies of chamber-music composers and performers with full lists of their works, general related subjects, instruments, and national schools of chamber music.

16·86 Chambers of Commerce

SEE ALSO Business and Finance; Organizations.

Directories of chambers of commerce are especially useful, since the individual organ-

izations often prove helpful sources of data on the communities they serve. Because the offices of these organizations frequently change their addresses and the post office

is no longer helpful in forwarding mis-addressed mail, it is wise to confirm addresses found in the various directories in recent telephone books where possible.

The British Commonwealth, The Middle East, Europa [all 15·3], and **Orbis** [15·2] list addresses of national chambers of commerce and major local chambers for all countries that maintain these organizations in the regions covered in each volume.

List of Chambers of Commerce of the United States. New York: Chamber of Commerce of the State of New York: 1951.

Names and addresses of each local chamber of commerce in cities of 5000 and over, arranged by state.

World Yearbook of Chambers of Commerce. Basel, Switzerland: Verlag für Recht und Gesellschaft AG.

A loose-leaf publication, subscribers receive annually new pages that contain needed revisions. The directory covers 62 different countries with general data on the status of the organizations in each country and listings of national, regional, and local chambers in each country; national chambers located abroad; and binational or joint chambers. Each listing gives title, address, telephone number, telegraphic address, office hours, date founded, area covered, status, number of members, leaders, library, publications, and services. Listings for the U.S. are severely limited but are generally ample for most foreign countries. Published in English and French.

16·87 Checkers

SEE ALSO Games and Recreations.

Championship Checkers Simplified. William F. Ryan. 2d ed., rev. and enl. Kenmore,

N.Y.: Kenmore Publishing Co. 1951. 168 pp.

An elementary instruction manual dealing with features of scientific play.

16·88 Chemistry and Chemical Engineering

SEE ALSO Agriculture; Biochemistry; Crystallography; Drugs; Engineering; Food Preservation; Inventions; Laboratories; Manufacturing; Metallurgy; Nutrition; Petroleum and Natural Gas; Poisons; Recipes and Formulas; Science; Synthetic Substances; Technology.

Even the school encyclopedias carry a limited number of brief entries on various types of chemicals, but coverage of this subject generally increases in scope and complexity in direct ratio with the size and scholarliness of the encyclopedia. *The American Peoples Encyclopedia* [5·1], with its emphasis on scientific subjects, probably carries the largest number of different entries, though both *Encyclopaedia Britannica* and *Encyclopedia Americana* [both 5·1] are nearly as complete sources of entries on individual chemicals. The unabridged dictionaries should not be forgotten as sources of basic information on chemical names and terms. If you need extremely up-to-date information on the industrial uses of particular chemicals or on various processes, you can often obtain this data from

major companies working with such materials or processes. Often such information is almost unobtainable elsewhere.

American Chemical Industry. William Haynes. Princeton, N.J.: D. Van Nostrand Company, Inc. 1955. 6 vols.

A comprehensive study of the growth of the chemical industry in the U.S. since colonial times, well arranged for many reference uses. The first five volumes describe the development of the industry chronologically, adapting their arrangement to the logic of the subject matter, and also include a chronology for the period covered, with contemporary illustrations and footnote biographies of leaders in each era. Vol. 6 gives the histories of more than 200 companies involved in the chemical industry. Bibliographies follow each chapter, and statistical tables appear at the end of each volume.

ASTM Book of Standards [16·277] includes data on many different aspects of chemical engineering, including paints, fuels, petroleums, aromatics, plastics, soaps, adhesives, etc.

British Abstracts. London: Bureau of Abstracts. 1926- .

Published in three parts, the first deals with pure chemistry, the second with applied chemistry, and the third with analysis and apparatus. The first two appear on a monthly basis; the third quarterly. The work includes some publications not covered in *Chemical Abstracts* but in general is not so complete in its coverage. Indexes to several volumes are published periodically.

Chemical Abstracts. Easton, Pa.: American Chemical Society. 1907- .

A semimonthly comprehensive coverage of the literature of chemistry. Decennial indexes by subjects and authors are published as well as periodical patent indexes. Lists of periodicals abstracted also appear from time to time.

Chemical Business Handbook. John H. Perry, ed.-in-chief. New York: McGraw-Hill Book Company, Inc. 1954. 1335 pp.

A comprehensive reference guide to all phases of the management of various phases of the chemical industry, divided into 20 sections dealing with such subjects as financing, management, accounting, market research, purchasing, production, traffic and transportation, advertising, credit, personnel management, public relations, law, patents, insurance, safety, and report writing.

Chemical Elements and Their Compounds. N. V. Sidgwick. Oxford: Clarendon Press. 1950. 2 vols.

A comprehensive but concise guide to the factual data on the elements, with many figures and tables.

Chemical Encyclopaedia. C. T. Kingzett. 8th ed., rev. and enl. Princeton, N.J.: D. Van Nostrand Company, Inc. 1952. 1186 pp.

An alphabetically arranged collection of entries on almost every common name and term in chemistry, including elements, compounds, minerals, organic materials, processes, products, chemical reactions, engineering methods, trade names, and common names. Detailed bibliographies, charts, tables of international trade, and production data.

Chemical Engineers' Handbook. John H. Perry, ed. 3d ed. New York: McGraw-Hill Book Company, Inc. 1950. 1942 pp.

A compilation of virtually every type of reference data needed by the chemical engi-

neer, enlarged and brought up to date to include wartime and postwar developments. Besides the more obvious subjects of a technical nature, the handbook also covers plant location, accounting, and safety.

Chemical Process Machinery. E. Raymond Riegel. 2d ed. New York: Reinhold Publishing Corporation. 1953. 743 pp.

A description of major currently available machinery used in all phases of the chemical industry. Various items are classified by their functions.

Chemical Publications. M. G. Mellon. 2d ed. New York: McGraw-Hill Book Company, Inc. 1940. 284 pp.

A complete survey of the various types of available literature on chemistry, with a guide to where to find the various sources and how to use them.

Chemical Synonyms and Trade Names [16·444] constitutes a guide to the trade names of virtually all materials used in the contemporary chemical industry, with definitions of most.

Chemical Trade Names and Commercial Synonyms [16·444] lists more than 20,000 names applied to various chemical substances, with the chemical composition or nature of each substance, its use, and the name of its manufacturer.

Chemistry and Technology of Food and Food Products [16·175] is an advanced study of the chemistry of nutrition and of food processing.

Concise Chemical and Technical Dictionary. H. Bennett. New York: Chemical Publishing Company, Inc. 1947. 1055 pp.

Definitions of more than 50,000 terms used not only in chemistry but also in other fields of science as they are especially related to chemistry. Many data about processes, materials, and apparatus.

The Condensed Chemical Dictionary. Arthur Rose and Elizabeth G. Rose. 5th ed. New York: Reinhold Publishing Corporation. 1956. 1220 pp.

More than 23,000 definitions of chemical terms, substances, trade names, properties, etc. Names and addresses of manufacturers of all trade-name items given are listed. Thumb-indexed for quick reference.

Dictionary of Organic Compounds. Sir Ian Heilbron and H. M. Bunbury, eds. Rev. ed. New York: Oxford University Press. 1954. 4 vols.

A standard reference guide to "the constitution and physical and chemical properties of the principal carbon compounds and their derivatives, together with the relevant literature references." The revised edition emphasizes particularly the new developments in biochemistry, plastics, synthetic fibers, etc.

Elsevier's Encyclopedia of Organic Chemistry. B. Radt, ed. New York: Elsevier Press, Inc. 1949- .

What promises to be the monumental reference guide to organic chemistry. The final number of volumes had not yet been determined by the end of 1955, when 14 had so far appeared.

Encyclopedia of Chemical Reactions. C. A. Jacobson and others, eds. New York: Reinhold Publishing Corporation. 1946- . 7 vols.

An attempt to list all the known inorganic chemical reactions published in all literatures on the subject. Through the volumes the material is arranged alphabetically, first as to formulas of the reactants and next as to reagents. The conditions governing each reaction are described, with equations and other data. Indexed. Vol. 6 was published in 1956.

Encyclopedia of Chemical Technology. Raymond E. Kirk and others, eds. New York: Interscience Publishers, Inc. 1947-1956. 15 vols.

One of the most important and most useful publications ever to appear on the subject, its contents cover the whole field of chemistry and chemical engineering with almost equal coverage of related fields such as drugs and food. Both the chemical and the purely industrial aspects of each subject are treated in great detail. The relatively simple language makes this an especially useful source of data for the person untrained in chemistry. Extremely detailed. Cross referencing and indexing. Many useful bibliographies and many illustrations, particularly diagrams.

The Encyclopedia of Chemistry. George L. Clark and Gessner Goodrich Hawley, eds. New York: Reinhold Publishing Corporation. 1957. 1053 pp.

An alphabetically arranged collection of roughly 850 comprehensive entries covering all phases of chemistry and allied sciences. Biographies of the chief figures in chemistry in all countries of fairly recent times and articles on technical societies and research institutes. Each entry is signed by one of about 500 contributors. Most articles carry cross references. Detailed index. Illustrations are limited to some diagrams and tables.

English-Spanish Chemical and Medical Dictionary. SEE *Spanish-English Chemical and Medical Dictionary* (below).

Fifty-year Index to Technical Papers and Reports [16·277] is the first over-all index to the publications of the American Society for Testing Materials and is thus a most useful guide to various publications relating to chemical engineering. Subject and author indexes.

A French-English Dictionary for Chemists. Austin M. Patterson. 2d ed. New York: John Wiley & Sons, Inc. 1954. 476 pp.

A guide to the reading of French chemical literature made especially useful for the person whose French is none too good by its use of irregular forms entered under their own spelling, the insertion of many nontechnical words, and the labeling of many terms to show their special meanings in the various sciences.

A German-English Dictionary for Chemists. Austin M. Patterson. 2d ed. New York: John Wiley & Sons, Inc. 1950. 541 pp.

A reference work containing most of the same features as that cited immediately above. Nearly 60,000 entries in the two languages.

Hackh's Chemical Dictionary. Julius Grant, ed. 3d ed. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1946. 925 pp.

A dictionary giving both the U.S. and British usages of thousands of terms used in chemistry and many of the related sciences. Though rather technical, the definitions are simply stated and generally understandable to the layman.

Handbook of Chemistry. Norbert A. Lange. 8th ed. Sandusky, Ohio: Handbook Publishers, Inc. 1952. 2014 pp.

A compilation of reference data in chemistry arranged largely in tabular form. Chemical

and physical properties of substances are arranged by elements, minerals, inorganic and organic compounds, industrial materials, and analysis. Many other miscellaneous tables containing useful data.

Handbook of Chemistry and Physics. 36th ed. Cleveland, Ohio: The Chemical Rubber Co. 1954. 3173 pp.

A comprehensive collection of reference data in chemistry and physics designed primarily for the use of college students. Many mathematical data as well.

Handbook of Dangerous Materials [16·389] outlines in detail the precautions needed in handling hazardous chemicals.

Industrial Chemistry. E. Raymond Riegel. 5th ed. New York: Reinhold Publishing Corporation. 1949. 1020 pp.

A survey for the student of some 50 different major members of the chemical engineering industry, describing their organization, processes, equipment, production, etc. Many tables, charts, and diagrams.

New Dictionary of Chemistry. Stephen Miall and L. Mackenzie Miall. 2d ed. London: Longmans, Green & Co., Ltd. 1949. 589 pp.

Several thousand rather brief entries on all phases of chemistry, including a fair number of biographies of famous chemists.

Pocket Book of Chemical Technology. V. Stannett and L. Mitlin. New York: Chemical Publishing Company, Inc. 1954. 283 pp.

An ideal volume for the chemist who doesn't always want to carry around a more bulky reference handbook, this publication contains a careful selection of the most essential mathematical, physical, and chemical data needed by the chemist and the chemical engineer. It is prepared simply enough to make it useful for the person with little formal education in chemistry.

Reference Book of Inorganic Chemistry. Wendell M. Latimer and J. H. Hildebrand. 3d ed. New York: The Macmillan Company. 1951. 625 pp.

A complete handbook of reference data, designed especially for the use of students.

Russian-English Technical and Chemical Dictionary. Ludmilla Ignatiev Callahan. New

York: John Wiley & Sons, Inc. 1947. 794 pp.

A collection of about 80,000 technical terms in Russian translated into English.

A Short Guide to Chemical Literature. George Malcolm Dyson. London: Longmans, Green & Co., Ltd. 1951. 144 pp.

A brief survey of the literature of chemistry primarily for the use of students and arranged in chapters according to types of publications. Those covered include periodicals. All bibliographical listings are annotated.

A Source Book in Chemistry, 1400-1900. Henry M. Leicester and Herbert S. Klickstein. New York: McGraw-Hill Book Company, Inc. 1952. 545 pp.

A reference guide for the student to the history of chemistry and science in general, with annotated selections from 82 different classic histories of chemistry. Bibliography of biographies of the writers of the works cited.

Spanish-English Chemical and Medical Dictionary. Morris Goldberg. New York: McGraw-Hill Book Company, Inc. 1952. 615 pp.

A companion volume to the same author's *English-Spanish Chemical and Medical Dictionary*, published by McGraw-Hill in 1947. Each volume translates into the other language about 40,000 different terms in the field of chemistry, medicine, dentistry, biochemistry, biology, veterinary medicine, and related subjects.

Thorpe's Dictionary of Applied Chemistry. Jocelyn Field Thorpe and M. A. Whiteley, eds. 4th ed., rev. and enl. New York: Longmans, Green & Co., Inc. 1937-1950. 10 vols.

A modern edition of a standard encyclopedic guide to industrial chemistry. The publishers brought out an abridged index to the first five volumes in 1942.

Van Nostrand Chemists' Dictionary. Jurgen M. Honig and others. Princeton, N.J.: D. Van Nostrand Company, Inc. 1953. 760 pp.

A compilation of more than 11,000 terms of major interest to chemists, including chemical reactions, tests, reagents, elements, and radicals, and also relevant terms used in physics, biology, and other allied fields.

16·89

Chess

SEE ALSO Games and Recreations.

The Macmillan Handbook of Chess. I. A. Horowitz and Fred Reinfeld. New York: The Macmillan Company. 1956. 248 pp.

A guide to the basic rules and the more advanced strategy and tactics of chess, presented in graphic and easy-to-understand form.

The Official Blue Book and Encyclopedia of Chess. Kenneth Harkness. New York: David McKay Company, Inc. 1956. 377 pp.

A comprehensive guide, well organized for reference, to the history of chess and methods of play. Directory of chess organizations and tournaments.

Chickens. SEE Poultry.

16·90

Child Care and Guidance

SEE ALSO Adoption; Baby Sitting; Boy Scouts; Children's Literature; Education; Games and Recreations; Girl Scouts; Home Management; Medicine; Nursery Rhymes; Nursing; Nutrition; Obstetrics; Pets; Psychology; Toys.

The U.S. government publishes a number of useful works in this field. For guides to locating such works, see Chapter 11.

An A B C for Mothers. Charlotte Heimann and Betsy Pearson. New York: Simon and Schuster, Inc. 1955. 111 pp.

A rather "cute" but still useful brief collection of tips to mothers of very young children on how to handle various daily problems connected with caring for their children. Each letter carries with it a title for a different problem.

Better Homes and Gardens Baby Book. Gladys Denny Shultz. 5th rev. ed. Des Moines, Iowa: Meredith Publishing Company. 1953. 256 pp.

A thorough guide to the most important questions connected with prenatal care of the mother and postnatal care of the child. Features include prenatal exercises; chart pages of symptoms of illness, giving cause, duration, and treatment; a series of record charts for mothers to fill in. Many drawings and photographs.

Caring for the Sick Child at Home [16·321] gives the basic facts on major diseases of children and how they can be treated in home nursing. Of particular value is the material on care of chronic illnesses.

The Child, His Origin, Development and Care. Florence Brown Sherbon. 2d ed. New York: McGraw-Hill Book Company, Inc. 1941. 755 pp.

All aspects of child care and training from birth through age five, including a special section on pregnancy and its problems. Complete index.

Child Behavior. Frances L. Ilg and Louise Bates Ames. New York: Harper & Brothers. 1955. 364 pp.

The authors are members of the Gesell Institute of Child Development. This work is the first of a new series of Gesell-sponsored books on child behavior. This volume, limited to the child up to 10 years of age, takes up specific problems common to many children and discusses their causes, their consequences, and how parents can best deal with them. Sample problems: eating, sleeping, fears, sex development, parent-child relationships, recreations, religion, adoption, divorce.

Childcraft. Chicago: Field Enterprises, Inc. 1934—. 14 vols.

This collection of children's literature and guidance volumes for parents was last completely revised in its 1949 edition and has undergone some revision since that time. Vols. 1 through 6 are devoted to selections of reading for children from nursery-school age up to preadolescence. Each volume is built around a theme. Vol. 7 is essentially a nature-study volume. Vol. 8 describes various hobbies and activities. Vols. 9 through 12 are designed for parent use and provide a good source of reference data on different aspects of child care and training. These are called "The Growing Child," "Guidance for Development," "Ways of Learning," and "Guide Index." The last adapts the material found in the rest of the set for use in a coordinated study and training plan for the child, useful to both parents and teachers. Vols. 13 and 14

are essentially picture books, one devoted to art and music, the other to science and industry. The art and music volume is especially notable for its unusual selection of paintings and other art works for reproduction, suitable to but lacking the customary clichés of such collections.

Child Development Abstracts and Bibliography. National Research Council. Washington, D.C.: The Council. 1927- .

A bimonthly publication listing new works in the field of child development and summarizing the contents of the most important.

Child from Five to Ten. See *Infant and Child* (below).

Child Horizons. Chicago: Standard Education Society. 1952- . 5 vols.

The five volumes of this set, primarily designed for browsing-reading for children up to the age of twelve, appeared from 1952 through 1955. Vols. 1 and 2 are compilations of stories and poems, well illustrated with attractively colored drawings. Vol. 3 is "Things to Make and Do." Vol. 4 is for parents; called "Guideposts for Growing Up," it treats in 28 chapters major behavior and child training problems, many of them in question-and-answer form. Chart of stages of child development. Vol. 5 consists of questions children frequently ask their parents and well-framed answers to them.

Children from Seed to Saplings. Martha May Reynolds. 2d ed. New York: McGraw-Hill Book Company, Inc. 1951. 334 pp.

A series of chapters discussing the training and development of children from birth through late adolescence, including a chapter on pregnancy. Appendixes include lists of useful reference books, lists of visual aids, suggestions for studying children, etc. Detailed index and a number of illustrations.

The Child's World. Chicago: The Child's World, Inc. 1947- . 6 vols.

The final volumes of this set were published in 1951. Vols. 1 through 5 consist of heavily and attractively illustrated selections of different types of reading matter for children up to about the age of twelve. Each volume is built around a central theme. Vol. 6, of which there are two optional editions, is a guidance volume. One edition, designed primarily for

teachers, features general articles on child development and education. The other edition, called "Mother's Guide," contains 28 chapters on various educational and behavior problems. Each edition includes a guide to the set in relation to training the individual child.

Directory for Exceptional Children [16·209] lists all types of facilities available for treatment and training of handicapped children of all types, including schools, camps, clinics, services, and organizations. Useful list of periodicals in the field.

The Encyclopedia of Child Care and Guidance. Sidonie Matsner Gruenberg. New York: Doubleday & Company, Inc. 1954. 1016 pp.

A well-organized reference guide to all types of questions about child care, guidance, and development. It contains many unusual features, for example, charts enabling the parent to predict a child's eventual height and weight. Many illustrations and useful bibliography.

Everywoman's Complete Guide to Homemaking [16·220] contains many useful data on child care.

Feeding Your Baby and Child [16·308] is Dr. Benjamin Spock's contribution to the subject of child nutrition.

Infant and Child in the Culture of Today. 1943. 403 pp.

Child from Five to Ten. 1946. 475 pp.

Youth: The Ages Ten to Sixteen. 1956. 542 pp.

Arnold Gesell and Frances L. Ilg. New York: Harper & Brothers.

This famous trio of volumes traces the growth and culture of children from birth through late adolescence. Each volume follows much the same pattern, discussing the "typical" child at different chronological ages, with considerable discussion of general topics on the subject. Each volume also includes useful appendixes, listing books, records, toys, play equipment, etc., suitable and recommended for different ages. The indexes are well put together for reference.

Das Lexikon der Frau [16·471] includes a fair amount of material on child care.

New Hope for the Retarded [16·209] outlines a program for the training and development of the mentally retarded child by parents and teachers.

The Nursery School and Child Care Center [16·393] is a guide for working mothers and teachers. It describes the various types of child-care centers available, the legal aspects of running them, and what standards they should meet.

Parents' Magazine Book of Baby Care. Eleanor S. Duncan and others. New York: McGraw-Hill Book Company, Inc. 1952. 244 pp.

"A mother's guide to the first six years," this is a comprehensive collection of information and advice on the development of the young child. Well arranged for easy reference.

Pocket Book of Baby and Child Care. Benjamin Spock. New York: Pocket Books, Inc.

(also hardbound edition, Duell, Sloane & Pearce, Inc., New York). 1946. 527 pp.

Probably the most famous of all child-care books, this work takes the parent up through early adolescence, though it concentrates primarily on the earlier years. Written by a pediatrician turned psychiatrist, it emphasizes bodily health with strong overtones of advice on emotional well-being. It gives common-sense advice in chapter form on the majority of common child-care problems. Detailed index and a number of drawings.

The Practical Nurse and Her Patient [16·307] contains special data on the home nursing of sick children.

You and Your Child's Health [16·275] treats for the parent the practical approach for both maintaining the health of the well child and regaining the health of the sick one.

Youth: The Ages Ten to Sixteen. SEE *Infant and Child* (above).

16·91

Children's Literature

SEE ALSO *Child Care and Guidance*; *Fairy Tales*; *Folklore*; *Literature*; *Nursery Rhymes*.

Children's Books in England and America in the Seventeenth Century. William Sloane. New York: Columbia University Press. 1951. 251 pp.

A study of the development of children's literature in its early stage, with a bibliographic check list.

Children's Catalog [9·2] lists more than 4000 books for children most commonly found in libraries. Part I is a dictionary catalogue giving author, title, subject, Dewey Decimal System number, grade level, and annotations on authors. Part II is a classified list with cataloguing information. Part III is a list of titles at graded levels. Part IV is a list of publishers.

Children's Poetry Index. M. R. MacPherson. Boston. F. W. Faxon Co., Inc. 1938. 453 pp.

This indexes some 12,000 poems from anthologies commonly found in libraries.

A Guide to Children's Records [16·376] lists recorded stories for children.

Illustrators of Children's Books, 1744-1945. Bertha E. Mahony, Louise Payson Latimer, and Beulah Folmsbee. Boston: The Horn Book, Inc. 1947. 527 pp.

In four parts, this book traces the development of illustrations of children's books in England and the U.S., not neglecting the technical aspects; gives brief biographies of about 400 living illustrators; gives bibliographies of illustrations, illustrators and their work, and authors; and lists sources, notes, and artists whose work is represented in the work. Several hundred well-selected illustrations and an index.

Index to Children's Plays [16·141] lists by subject, title, and author a large selection of plays suitable for children's theaters.

Index to Children's Poetry. John E. Brewton and Sara W. Brewton. New York: The H. W. Wilson Company. 1942. 966 pp.

An indexing by title, subject, author, and first line of about 15,000 poems contained in some 130 different collections of children's literature commonly found in libraries. A 407-page first supplement (1939-1949) was published in 1954.

Junior Libraries. New York: R. R. Bowker Company. 1954- .

This special supplement to the *Library Journal* has appeared monthly from September through May, carrying reviews and news of juvenile literature.

LJ Recommended Children's Books [9·1] was first published in 1957 as an annual compilation of the several hundred reviews of selected children's books first published in the *Library Journal* during the preceding year.

Peter Parley to Penrod. Jacob Blanck. New York: R. R. Bowker Company. 1938. 153 pp.

Reprinted in 1956, this book lists and describes in full 133 of the best-loved classics of juvenile literature published between 1827

and 1929 and gives less detailed information on 43 minor examples of the genre.

Subject and Title Index to Short Stories for Children. Chicago: American Library Association. 1955. 333 pp.

A guide to suitable short stories for children found in collections most frequently held by libraries.

Subject Index to Children's Plays [16·141] indexes 202 collections of plays for children under 793 different subject headings.

Chinaware. SEE Ceramics; Porcelain and Pottery.

16·92

Christianity

SEE ALSO Bible; Protestantism; Religion.

Dictionary of Christian Biography and Literature [14·4] traces in reference form the development of Christianity through the sixth century.

Dictionary of the Apostolic Church. James Hastings. New York: Charles Scribner's Sons. 1916. 2 vols.

An encyclopedic treatment of the development of early Christianity as revealed in those books of the New Testament following the Gospels.

History of Christianity. Kenneth Scott Latourette. New York: Harper & Brothers. 1953. 1516 pp.

A highly authoritative concise history of the development of Christianity, useful for reference through its detailed index and inclusion of precise information.

History of the Christian Church. Philip Schaff. New York: Charles Scribner's Sons. 1889-1910. 8 vols.

An older history of Christianity but useful for reference because of its great detail.

A History of the Expansion of Christianity. Kenneth Scott Latourette. New York: Harper & Brothers. 1937-1945. 7 vols.

A partly chronological and partly geographical tracing of the development of Christianity from its beginnings through the years of World War II. Vols. 1 through 3 are chronological through 1800. Vols. 4 through 6 treat the nineteenth century in Europe and the U.S., the Americas, Australasia and Africa, and North Africa and Asia. Vol. 7 discusses the years from about 1914 to 1945. Each volume includes its separate index, bibliographies, and maps.

A Manual of Church History. Albert Henry Newman. Rev. ed. Philadelphia: American Baptist Publication Society. 1931. 2 vols.

A heavily indexed chronological history of Christianity, with valuable bibliographies.

16·93

Christmas

SEE ALSO Holidays and Anniversaries.

All about Christmas. Maymie R. Krythe. New York: Harper & Brothers. 1954. 211 pp.

Eighteen chapters on various aspects of Christmas, its origin, Santa Claus, gifts, decorations, foods, candles and lights, cards, and carols. Bibliography and index.

1001 Christmas Facts and Fancies. Alfred Carl Hottes. 2d ed. New York: A. T. De La Mare Company, Inc. 1944. 308 pp.

A guide to the derivations of all types of Christmas customs, with special emphasis on how Christmas is spent in different countries.

Our Christmas Symbols. Aylene E. Cooke and Cameron Cooke. Raleigh, N.C.: Graphic Press. 1953. 48 pp.

An attractively illustrated guide to the history of familiar Christmas symbols, including such Christmas songs as "Silent Night."

Chronology, Historical. SEE Dates; History.

16·94

Churches

SEE ALSO Architecture; Religion. SEE ALSO Chapter 15 for various guidebooks listing and describing famous churches.

Catholic Shrines of Europe. J. K. Cartwright

and A. Wagg. New York: McGraw-Hill Book Company, Inc. 1955. 212 pp.

A descriptive guide to the famous churches and shrines of Europe.

16·95

Circus

SEE ALSO Theater.

Circus Parades: A Pictorial History. Charles Philip Fox. Watkins Glen, N.Y.: Century House. 1953.

A nostalgic picture history of circus glamour.

Citizenship. SEE Naturalization and Citizenship.

16·96

City Planning

SEE ALSO Architecture; Municipalities and Municipal Government.

Great Cities of the World [15·2] describes

the city planning measures taken in various contemporarily great cities in the past and their plans made for future growth.

Civics. SEE Government; Political Science; Social Science.

16·97

Civil Engineering

SEE ALSO Building and Contracting; Engineering; Roads and Highways.

Civil Engineering Handbook. L. C. Urquhart, ed.-in-chief. 3d ed. New York: McGraw-Hill Book Company, Inc. 1950. 976 pp.

A collection of reference data on the various major fields of civil engineering, including surveying; railway, road, and airport engineer-

ing; structural stresses; steel design; cement and concrete; mechanics of materials; hydraulics; foundations; sewage and water-supply systems. Each section is written by an expert. Good index and more than 750 illustrations.

Kidder-Parker Architects' and Builders' Handbook [16·25] carries most of the general reference data needed by the civil engineer.

16·98

Civil Rights

SEE ALSO Law; Political Science; Social Science.

Yearbook on Human Rights. New York: United Nations. 1946-

An annual record of the significant consti-

tutional, legislative, and judicial developments in the field of civil rights and liberties in the individual countries belonging to the UN and in Trust territories and other nonindependent territories. UN activities in the field during the year covered are also included.

16·99

Civil Service

SEE ALSO Government; Vocations and Vocational Guidance.

Naturally, information on particular civil service openings, examinations, qualifications, etc., in any particular branch of gov-

ernment can be most quickly obtained from the nearest branch of the civil service commission of the city, state, or Federal government. Look in your telephone directory to find local offices.

16·99A CIVIL WAR

Civil Service Handbook. New York: Arco Publishing Co., Inc.

An annually revised guide giving comprehensive information on all branches of civil service, describing how to apply for such positions and the methods of testings used for about 100 different types of positions. The same company also publishes study courses with questions and answers for more than 150 different municipal, state, and Federal civil service positions. These are kept up to date, with none being at any time more than three or four years old.

Complete Courses in Civil Service. James W. Calley. New and rev. ed. New York: Grosset & Dunlap, Inc. 1951. 233 pp.

Brief descriptions of major civil service positions, with study guides to examinations.

Municipal Year Book [16·290] carries statistical data on the size of the civil service struc-

tures in most U.S. cities and towns, average salaries, and other similar information.

Official Register of the United States [14·4] lists by agency persons occupying administrative and supervisory positions in all branches of the U.S. government and in the District of Columbia. Listing gives name, title, legal residence, and salary. Indexes by name and by agency enable the reader to get a good picture of the civil service structure of each agency.

Reference Manual of Government Positions. Rev. ed. Milwaukee, Wis.: Pergande Publishing Company. 1955. 81 pp.

A summary of more than 100 major Federal civil service positions, outlining the duties, salaries, examinations, and general requirements of each job. The latest edition includes newly established salary scales. The same firm publishes about 50 different study books for various types of civil service positions, with questions and answers.

16·99A Civil War

SEE ALSO History; Wars and Warfare.

The most useful general source on this subject is *Encyclopedia Americana* [5·1], which contains entries with detailed information on virtually every major battle or engagement of the war.

The Civil War. Ralph Newman and others, eds. New York: Grosset & Dunlap, Inc. 1956. 2 vols.

Vol. 1 is a collection of writings about the Civil War written by participants and witnesses. Vol. 2 is a picture history of the war, including 198 photos, maps, posters, portraits,

and other illustrations. Of special reference value are an extensive chronology of the war, a classified bibliography, some 100 biographies of military and political figures of both sides, and tabular data of various kinds.

Photographic History of the Civil War. Rev. ed. New York: Thomas Yoseloff, Inc. 1957. 5 vols.

A republication of a picture history of the war first published in 1911, with new introductory material and improved photographs. The latter number more than 3500 and are accompanied by a running commentary. All aspects of the war are covered.

16·100 Clans and Tartans, Scottish

SEE ALSO Textiles.

The Clans, Septs, and Regiments of the Scottish Highlands. Frank Adam. 4th ed. Edinburgh: W. & A. Johnston & R. W. Bacon, Ltd. 1952. 624 pp.

A comprehensive guide to the Scottish clans, with color plates of tartans. A fifth edition, with additional material, was scheduled for 1955.

The Clans and Tartans of Scotland. Robert Bain. Rev. ed. New York: William Collins Sons & Co., Ltd. 1953. 32 pp. (text only).

Text describes the various Scottish clans and gives a history of Highland dress, with illustrative color plates. Then follows in alphabetical order a brief history of each clan, with a color plate of its tartan. Addenda include lists of personal names in English and Gaelic, a Gaelic glossary of Scottish place names, a glossary of heraldic terms. An end paper is a clan map of Scotland.

The Tartans of the Clans and Families of Scotland. Sir Thomas Innes of Learney. 5th ed. Edinburgh: W. & A. Johnston & R. W. Bacon, Ltd. 1950. 300 pp.

Introductory matter includes miscellaneous data on the organization of the Scottish clans, a description of Highland dress, and a description of Scottish flags and banners, fol-

lowed by a page-long history of each important clan, with a matching color plate showing the clan's tartan.

Classical Studies. SEE Archaeology; Art and the Arts; History; Language; Literature. SEE ALSO 15·3 for atlases of ancient history.

Climate and Climatology. SEE Meteorology.

Clocks. SEE Watches and Clocks.

Cloth. SEE Textiles.

Clothing. SEE Dress.

Clubs. SEE Organizations.

16·101

Coal

SEE ALSO Fuels; Heating and Ventilating; Mining and Quarrying.

Bituminous Coal Annual. Washington, D.C.: Bituminous Coal Institute. 1949- .

Annual through 1954, published biennially

thereafter in a booklet of more than 150 pages. Each edition contains general data about the bituminous-coal industry as well as many statistical tables and graphs covering all aspects of the coal industry. The 1954 edition included a glossary of coal mining terms.

Coats of Arms. SEE Heraldry.

Cocktails. SEE Alcoholic Beverages.

16·102

Coin and Money Collecting

SEE ALSO Hobbies.

A Catalogue of the World's Most Popular Coins. Fred Reinfeld. New York: Sterling Publishing Co., Inc. 1956. 268 pp.

A classified listing of popular collectors' items in coins, both past and recent, with descriptions, photographs, and standard dealers' prices.

Coins of Bible Days. Florence Aiken Banks. New York: The Macmillan Company. 1955. 191 pp.

Descriptions of all the chief coins used in Palestine and neighboring lands during Bible times, with notes on their history, citations of their mentions in the Bible, and illustrations of most of them in some 180 actual-size photographs.

Coins of the World: 19th Century Issues. Wayte Raymond. 2d ed. New York: Wayte Raymond, Inc. 1953. 252 pp.

A geographical arrangement showing the principal issues of coins during the nineteenth

century, illustrated, with current market prices. A frontispiece is a chart of numerals in many languages, enabling the collector to determine denominations.

Coins of the World: 20th Century Issues. Wayte Raymond. 4th ed. New York: Wayte Raymond, Inc. 1951. 253 pp.

Listing and descriptions of coins issued by nearly all countries between 1901 and 1950, with illustrations. Listings are arranged by countries, with current market prices given.

Guide to Ancient Coins. New ed. New York: Wayte Raymond, Inc. 1954.

A booklet describing and illustrating the most popular Greek and early Roman coins for the beginning collector.

Numismata Graeca. L. Anson. London: Routledge and Kegan Paul, Ltd. 12 pts.

Ancient Greek coins are classified for quick identification, with bibliographic guides to

relevant coin-collecting works. Each coin is illustrated. General index.

Paper Money of the United States. Robert Friedberg. New York: Wayte Raymond, Inc. 1953. 128 pp.

A complete listing of all large notes, current small notes, fractional currency, and enclosed postage stamps issued by the U.S. government. Illustrations of most large notes and fractional currency.

Standard Catalogue of United States Coins from 1652 to Present Day. New York: Wayte Raymond, Inc. 1934—

An annual complete listing of U.S. coins, classified by types, including Confederate, private gold, commemorative, and Philippine and Hawaiian coins. All rare coins and all types of common coins are illustrated. Current average collector and dealer prices, U.S. mint reports, and much commentary. Bibliography of the history of U.S. coins.

Standard Paper Money Catalogue. New York: Wayte Raymond, Inc. 1940–1946. 2 pts.

Listings of early colonial notes, state issues, continental currency, Confederate bills, city

and town notes of the U.S., with average market prices and many illustrations.

Standard Price List of United States Coins and Currency. New York: Wayte Raymond, Inc. 1950. 56 pp.

A briefer version of the same company's *Standard Catalogue* (see above), giving basic data and average prices of all types of U.S. coins. Many illustrations.

The Story of Money. Constance J. Foster. New York: Crown Publishers, Inc. 1950. 207 pp.

A book for the beginning collector giving the history of coins from ancient times to the present. Many drawings.

United States Commemorative Coins, 1892–1939. Stuart Mosher. New York: Wayte Raymond, Inc. 1940. 52 pp.

An illustrated catalogue of all U.S. commemorative coins issued during the period noted in the title.

Besides the above-cited works, Wayte Raymond, Inc., of New York publishes a large number of more specialized catalogues and descriptive books and pamphlets on coins and paper money.

Collecting. SEE Antiques; Book Collecting; Coin and Money Collecting; Hobbies; Sales and Auctions; Stamp Collecting.

16·103

Colleges and Universities

SEE ALSO Adult Education; Business Education; Degrees, Academic; Education; Fraternities and Sororities; Junior Colleges; Scholarships and Fellowships; Schools.

Colleges and universities are well covered in the majority of general reference sources. Of the encyclopedias, *World Book Encyclopedia* [5·1] contains the largest number of individual entries on various institutions, giving brief data on each accredited college or university in the U.S. *Encyclopaedia Britannica* [5·1] covers the British institutions and some Continental ones well. *Encyclopedia Americana* [5·1] has entries on major institutions in the U.S., Canada, and abroad. *American Peoples Encyclopedia* [5·1] presents data on most schools in a single table under "Colleges," with separate entries on major schools; *Universal World Reference Encyclopedia* [5·1]

has a similar table under the heading "Universities and Colleges." *New Century Encyclopedia of Names* [5·2] carries entries on many U.S. and foreign universities. Current data on principal institutions are given in tabular form in the *Britannica Book of the Year*, *Americana Annual* [both 6·1], and *The World Almanac* [6·2].

Accredited Higher Institutions. U.S. Office of Education: Washington, D.C.: Government Printing Office. 1917—

A directory of U.S. colleges and universities, published irregularly on an average of about once every five years.

American Dental Directory [16·130] lists dental schools, past and present.

American Library Directory [16·256] lists college and university libraries and also library schools.

American Universities and Colleges. Mary Irwin, ed. 7th ed. Washington, D.C.: American Council on Education. 1956. 1210 pp.

In three parts: Part I surveys education in the U.S. in seven chapters. Part II lists professional schools, by states, in 23 different categories. Part III lists by states all accredited senior colleges and universities. Each listing carries basic data on the institution. Numerous appendixes, statistical tables, and general index.

Baird's Manual of American College Fraternities [16·182] lists the various colleges that have fraternities on their campuses, with a list of the different chapters on each campus.

Bandsman's Everything Within [16·39] lists British colleges granting band diplomas.

Books for Catholic Colleges [9·3] provides a check list for Catholic colleges of specialized works not cited in more general college library listings.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] list by countries the major colleges and universities located in the countries covered in each volume.

College and Private School Directory of the United States and Canada. Paul Bauer. Chicago: Educational Bureau Publishing Co., Inc. 1931- .

An annual publication of nearly 500 pages, this book lists by states the U.S. colleges and universities, junior colleges, professional and vocational schools, and many other types of schools in about 60 different classifications, totaling more than 16,000 institutions. A similar directory of Canadian schools is included, with about 1750 schools listed in more than 40 classifications. Also a state-by-state guide to summer camps and a buyers' guide to school supplies.

College Board Tests. New York: College Entrance Examination Board.

A free bulletin of information, published annually, on the testing program of the board, giving advice to candidates and parents, directions for registering for examinations, dates, list of testing centers, and brief descriptions of the examinations.

The College Finder. Robert Shosteck. Washington, D.C.: B'nai B'rith Vocational Service Bureau. 1956. 448 pp.

More than 2000 accredited U.S. colleges and universities are described under eight major classifications. The reader is given a device for checking what he seeks in each of the classifications and thus arrives at a description of his ideal institution. Code numbers permit him to locate among the institutions listed the one or more that most closely meet his requirements. Other parts of the book list institutions by fields of study in which they give degrees, classified by 138 different fields, and list institutions where there are Catholic, Jewish, or Protestant religious units.

The College Handbook. New York: College Entrance Examination Board.

A biennially published compilation of descriptions of the institutions (about 160 in all) that belong to the Board and use its tests. Each listing describes the school and its curriculum, admission requirements, freshman program, annual expenses, available financial aid, and where to write for additional information.

College Placement Directory. O. T. Zimmerman and Irvin Lavine. 2d ed. Dover, N.H.: Industrial Research Service, Inc. 1955. 584 pp.

A directory for personnel managers of firms seeking college graduates as employees. It lists colleges and universities, with the names and addresses of officials in placement bureaus and data helpful to personnel workers.

Conservation Yearbook [16·109] lists colleges and universities having courses in wild-life management, forestry, fisheries, range lands, and other conservation subjects.

Directory of Catholic Colleges and Schools in the United States. 2d ed. Washington, D.C.: National Catholic Welfare Conference. 1954. 148 pp.

In nine parts, this work lists alphabetically by states and cities Catholic universities, colleges, and junior colleges for men and for women; teachers' colleges; seminaries, high schools and academies; boarding schools; military schools; and diocesan superintendents of schools. Basic data are given for the higher institutions; the secondary schools are only listed.

Directory of World Missions [16·282] lists colleges maintained by mission boards or that specialize in training missionaries.

Editor and Publisher Market Guide [15·4] lists the colleges and universities located in each U.S. or Canadian town or city in which daily newspapers are published.

Educational Directory [16·148], an annual publication of the U.S. Office of Education, devotes one part to a directory of institutions of higher learning.

Fine's American College Counsellor and Guide. Benjamin Fine. 2d ed. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1956. 432 pp.

A general guide to the selection of a college and advice on how to make the most out of a college education, with basic data on selected individual institutions.

Fraternity-Sorority Directory [16·182] lists fraternities and sororities by colleges.

A Guide to Colleges, Universities and Professional Schools. Carter V. Good. Washington, D.C.: American Council on Education. 1945. 681 pp.

Treats accredited and unaccredited colleges and universities, junior colleges, teachers' colleges, professional schools in 24 fields, extension divisions. Information is slanted in part toward the postwar needs of veterans. Arranged by states and alphabetically by institution in tabular form, giving for each institution its type, calendar, admission requirements, curricula in great detail, costs, health services, housing, vocational services, student aid, physical-education program, and special regulations. Though much of the data are now rather out of date, this book is excellent for comparative study of basic data on different institutions. It also lists extension-course programs and centers of such programs. A table of distribution of doctoral degrees (1929-1939) by institutions and subjects is included. The institutions listed are indexed.

Handbook on International Study. New York: Institute of International Education. 1955. 350 pp.

A guide to both study abroad for American students and study in the U.S. for foreign students. It contains general information and data on international study awards, summer programs, government regulations, and related organizations. Appendixes include a list of accredited colleges and universities, professional schools, and teachers' colleges in the U.S.; schools granting doctorates; foreign

medical schools; special programs; relevant government acts; U.S. educational commissions and foundations; and relevant addresses of foreign information services in the U.S. Bibliography.

How to Choose That College. Clarence C. Dunsmoor and Oliver C. Davis. Cambridge, Mass.: Bellman Publishing Co. 1951. 52 pp.

A concise guide to how to pick a college, description of types of institutions, admission requirements, planning a preparatory course, how to make applications, and how to make good in college.

Lovejoy's College Guide. Clarence E. Lovejoy. 3d rev. ed. New York: Simon and Schuster, Inc. 1952. 246 pp.

Arranged by states, this is a listing of more than 2000 U.S. colleges and universities, giving all basic data on each institution needed by prospective students, parents, teachers, and vocational counselors.

The National Catholic Almanac [16·386] lists Catholic colleges and universities in the U.S., with some basic data on them, and special professional schools, such as seminaries.

Official Catholic Directory [16·386] lists Catholic schools in the U.S.

Off to College. Suzanne Gould Emerson. Philadelphia: John C. Winston Company. 1955.

A book for girls, giving advice on how they should choose a college and how they can get along best at college. List of 1302 coeducational colleges and schools for girls.

Our College Colors. Henry L. Snyder. Kutztown, Pa.: Kutztown Publishing Co. 1949. 260 pp.

A directory of college colors for American institutions, with the date of their selection and the significance where such data are available.

Rand McNally Commercial Atlas [15·2] contains a map showing the distribution of the college population in the U.S.

Universities of Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, Panama. 1947. 186 pp.

Universities of Mexico. 1946. 336 pp.

Universities of Paraguay and Uruguay. 1947. 68 pp.

Pan American Union. Washington, D.C.: The Union.

Directories of universities in these Latin-American countries with full information, including descriptions of courses.

Universities of the World outside U.S.A. M. M. Chambers, ed. Washington, D.C.: American Council on Education. 1950. 924 pp.

A directory of major institutions of higher learning throughout the world. Several prefatory chapters on international educational trends and opportunities for foreign study by U.S. students followed by sections arranged alphabetically by countries. Each section contains general information on college education

in each country, with lists and basic data on each university. General index of institutions.

Vacations Abroad: Courses, Study Tours, Work Camps [16·447] includes data on special summer courses in foreign universities for American students.

Whitaker's Almanack [6·2] contains basic data on British colleges and universities.

World of Learning [16·148] lists by countries major colleges and universities, with varying amounts of information on individual institutions.

Yearbook of American Churches [16·379] contains directories of theological seminaries and church-supported colleges and universities in the U.S.

16·104

Color

SEE ALSO Physics; Television; Textiles.

A Dictionary of Color. A. Maerz and M. Rea Paul. 2d ed. New York: McGraw-Hill Book Company, Inc. 1950. 206 pp.

A compilation of names of colors, with color reproductions of about 7000 different colors, classified for quick reference, matching, or identification. Also material on sources of names, lists of textile names, traditional and scientific names of colors, modifiers of color names. Appendixes include a table of

principal color names, a polyglot table of color names, a bibliography, and a brief history of color standardization. Colors and color plates are indexed.

The Science of Color. Optical Society of America. New York: Thomas Y. Crowell Company. 1953. 385 pp.

A study of color from the physicist's point of view. 25 full-color plates, about 100 graphs and diagrams, and numerous tables.

Commerce. SEE Business and Finance; Trade and Commerce.

Commerce, Chambers of. SEE Chambers of Commerce.

16·105

Commodities

SEE ALSO Agriculture; Manufacturing; Merchandising; Mining and Quarrying; Natural Resources; Trade and Commerce.

Commodity Year Book. New York: Commodity Research Bureau. 1939- .

An annual compilation of facts about more than 90 basic commodities, mineral and agricultural, some in their natural state and others processed. Data include statistical tables of price records, production, consumption, and supplies; charts of commodity price history; information about sources of supply, uses,

governmental influences, and price-motivating influences. Each year's edition also includes a number of feature articles individual to that issue.

Oxford Economic Atlas of the World [16·147] contains maps showing world production of about 120 basic commodities. Accompanying diagrams permit the reader to obtain information on production of different commodities by individual country, to compare production in different countries, or to obtain world-wide figures.

16·106

Communications

SEE ALSO Advertising; Broadcasting; Censorship; Copyright; Debates and Debating;

Graphic Arts; High Fidelity; Journalism; Language; Literature; Magazines; Motion Pic-

tures; Newspapers; Postal Service; Public Speaking; Publishing; Radio; Recordings; Signs and Symbols; Television; Theater; Transportation; Writing.

The various general encyclopedias tend to treat the different aspects of communication fairly evenly in proportion to their over-all scope. However, because of the rather heavy emphasis placed on the study of communications in elementary and high schools, the sets aimed at younger readers, such as *World Book Encyclopedia*, *Compton's Pictured Encyclopedia*, *American Educator Encyclopedia*, and *Our Wonderful World* [all 5·1], are superior as sources, especially for their use of diagrams and other helpful illustrations. *The World Almanac* [6·2] contains considerable statis-

tical data in the broad field of communications.

Communication through the Ages. Alfred Still. New York: Rinehart & Company, Inc. 1946. 201 pp.

A brief and rather elementary survey of the history of communication "from sign language to television." An index makes it useful for reference.

Editor and Publisher Market Guide [15·4] lists the communications facilities available in each of the towns and cities of the U.S. and Canada in which a daily newspaper is published.

Rand McNally Commercial Atlas [15·2] contains basic communications data on the U.S. as a whole, emphasizing commercial interests.

16·107 Communism

SEE ALSO Political Science; Social Science.

Bibliography on the Communist Problem in the United States. Charles Corker. New York: Fund for the Republic, Inc. 1955. 474 pp.

This work has become a subject of controversy, with claims made that its selected listings show a pro-Communist bias. A complete revision of the work, which was sent in a limited printing to selected libraries, was announced as under way in 1956. Whatever its over-all merits, it remains a useful source for tracking down references not listed elsewhere in such comprehensive form.

Japanese Communism. Paul F. Langer and A. Rodger Swearingen. New York: Institute of Pacific Relations. 1953. 95 pp.

"An annotated bibliography of works in the Japanese language with a chronology,

1921-52," this work classifies listings under various headings. Appendixes include a detailed chronology of important events in the Japanese Communist movement 1921 to 1952, list of members of the central committee of the Japanese Communist party, names of Communist members of Japan's Diet, and members of the central directorate of the party. Author index with names in Japanese characters and subject index.

The Language of Communism. Harry Hodgkinson. New York: Pitman Publishing Corporation. 1955. 49 pp.

A brief glossary of terms in Communist "double talk," showing the difference between Communist and Western semantics.

Slavonic Encyclopedia [15·3] contains detailed entries on many aspects of life and culture in the Communist countries of eastern Europe.

Conchology. SEE Shells.

Concrete. SEE Cement and Concrete.

16·108 Congress, U.S.

SEE ALSO Elections; Government—United States; History—United States; Legislation; Parliamentary Law and Procedures.

Checklist of United States Public Documents 1789-1909 [16·137] catalogues most of the important congressional documents during the period covered.

Official Congressional Directory [14·4], issued normally at least once during each session of Congress, contains detailed directory-type data on members of Congress, make-up of congressional committees, and other such information on Congress.

16·109

Conservation

SEE ALSO Agriculture; Animal Life; Fertilizers; Natural Resources.

Conservation in the United States. A. F. Gustafson and others. 3d ed. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1949. 534 pp.

A comprehensive survey of conservation, broken down by types. Especially useful are its data on the activities of the various individual states in the field. List of state conservation departments.

Conservation Yearbook. Erle Kauffman, ed. Washington, D.C.: The Conservation Yearbook. 1952- .

Published annually in June, this volume of more than 300 pages treats all phases of current activity in renewable resource manage-

ment, including water, soil, forest, wildlife, and range-land conservation; reclamation projects; state and national parks; etc. It lists all state, Federal, industrial, professional, and civic organizations engaged in conservation along with the key personnel in these organizations.

Hammond's Nature Atlas of America [16·300] lists in tabular form wildlife refuges in the U.S.

Our National Forests [16·297] contains a full discussion of conservation measures in our forests, with much incidental data also on water, soil, and wildlife conservation.

A World Geography of Forest Resources [16·179] discusses forest conservation, illustrated with numerous maps. Bibliography.

16·110

Constitutions

SEE ALSO Documents; Government; Political Science.

Virtually every general encyclopedia carries the full text of the U.S. Constitution; you will also find it in most almanacs. Details of new foreign constitutions, and occasionally the texts thereof, are usually recorded in *The New York Times*, and sometimes the full documents are printed in issues of *Current History* magazine.

The Book of the States [15·4] records constitutional changes by the various states in the biennium preceding each edition.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] summarize the provisions of the constitutions of each country covered in the various volumes.

The Constitutions of the Americas. Russell

H. Fitzgibbon, ed. Chicago: University of Chicago Press. 1948. 847 pp.

This work gives the full documents of the national constitutions as of Jan. 1, 1948, of Argentina, Bolivia, Brazil, Canada, Chile, Colombia, Costa Rica, Cuba, the Dominican Republic, Ecuador, El Salvador, Guatemala, Haiti, Honduras, Mexico, Nicaragua, Panama, Paraguay, Peru, the U.S., Uruguay, and Venezuela. In addition, there are a study of constitutional development in Latin America, a history of each constitution in each country, and comments on each constitution. Extensive bibliography and detailed subject index that makes comparative study of the various constitutions especially easy.

Slavonic Encyclopedia [15·3] contains the constitutions of the People's Republics of eastern Europe and of the U.S.S.R.

Statesman's Year-book [15·2] summarizes the provisions of the constitutions of each country that has one.

Construction. SEE Architecture; Building and Contracting; Civil Engineering; Engineering.

16·111

Consumer Research and Education

SEE ALSO Business and Finance; Cooperatives; Manufacturing; Merchandising.

Consumer Reports Buying Guide. Mount Vernon, N.Y.: Consumers Union.

Published as the twelfth monthly volume of *Consumer Reports* each year, this guide of about 350 pages gives Consumers Union ratings of about 3000 different brands of several hundred different types of products. The guide can be purchased only as part of a subscription to the magazine. The subscription provides 11 other monthly issues containing ratings of different products, including an annual issue devoted to rating the new model automobiles of each year.

The Consumer's Guide to Better Buying. Sidney Margolius. Rev. ed. New York:

New American Library of World Literature, Inc. 1953. 223 pp.

Advice to the consumer on how to buy more for his money. Detailed index. Paper-bound edition only.

Consumers' Research Bulletin. Washington, N.J.: Consumers' Research, Inc. 1931- .

A monthly publication containing ratings on different categories of products and other data helpful to the consumer. Each issue contains a cumulative index to the bulletins of the past year.

Containers. SEE Packaging.

16·112 Contests

SEE ALSO Games and Recreations.

How to Coin Winning Names. William Sunners. New York: Arco Publishing Co., Inc. 1951. 156 pp.

A guide to writing names for contests.

How to Win Prize Contests. William Sunners. New York: Arco Publishing Co., Inc. 1950. 329 pp.

An encyclopedic guide to entering and winning all types of contests.

16·113 Cooking

SEE ALSO Etiquette; Food; Home Management; Nutrition; Restaurants.

An annotated listing of cookbooks, even one limited only to those now in print, would probably fill a volume equal in size to this one. They are available in all sizes and varieties: general cookbooks of encyclopedic size, beginners' cookbooks, books devoted to categories of cooking, books specializing in various national cuisines. As far as general cookbooks go, you will probably be wise to stick to one that has enjoyed popularity for a number of years and has undergone at least one major revision, since almost every newly published cookbook contains errors and misjudgments that only a large number of users can unearth for the compiler. It should be noted that many food companies compile cookbook pamphlets specializing in recipes using their products that are often given away. You can collect a sizable kitchen library by watching for notices of these publications in advertisements and on food packages.

Adventures in Good Cooking. Duncan Hines. Ithaca, N.Y.: Adventures in Good Eating, Inc. 1939- .

Besides about 500 recipes collected from around the country, this annual publication

includes sections on food weights and measures, the use of herbs in cooking, and an illustrated guide to carving. Index to recipes and their place of origin.

Classical Recipes of the World. Henry Smith. New York: The Macmillan Company. 1955. 632 pp.

This is considerably more than a collection of recipes, though most of its contents are devoted to information on how to prepare about 4000 different dishes from around the world that carry the name of a person, place, or event. In addition there is a culinary calendar suggesting dishes that can celebrate anniversaries every day of the year, historical facts and explanations of different dishes, wines, and cheeses. French-English, English-French dictionary of food names and culinary terms and polyglot dictionary of food names in English, German, Italian, Spanish, and Swedish.

Dining-out in Many Languages [16·381] contains glossaries of food and cooking terms from nine different western European languages, as well as lists of breakfast terms.

The Food-Finder. R. Gaunt. New Brunswick, N.J.: Scarecrow Press. 1956. 192 pp.

"An index to hard-to-locate recipes for regional and international dishes favored by American cooks."

Herbs: How to Grow Them and How to Use Them [16·213] is a master guide to the use of herbs in cookery.

Master Dictionary of Food and Cookery [16·175] is an encyclopedic collection of data on different foods and their preparation.

Cooling. SEE Air Conditioning; Heating and Ventilation; Refrigeration.

16·114

Cooperatives

SEE ALSO Agriculture; Business and Finance; Economics; Merchandising.

Co-op Yearbook. Cooperative League of the USA. Chicago: The League. 19- .

Despite its name, this publication of about 125 pages is a biennial, appearing in even-numbered years. It provides statistical and other data on the programs and progress of all types of cooperatives in the U.S. and Canada, with summaries of regional and provincial cooperatives for several previous years. Extensive bibliography of recent publications in the field. No index but reasonably detailed table of contents.

The Wise Encyclopedia of Cookery [16·175] contains several hundred basic recipes arranged alphabetically under the names of their principal ingredients as well as many other entries dealing with the techniques of cookery. Considerable historical data on cooking.

Conditioning; Heating and Ventilation; Refrigeration.

Dictionary of Cooperation. Emory S. Bogardus. 3d ed. Chicago: Cooperative League of the USA. 1948. 98 pp.

About 650 titles in all with brief definitions, naturally slanted in favor of the cooperative movement. Emphasis lies on consumer cooperatives. The titles include business terms with special application to cooperatives, cooperative organizational terms, biographies of living and dead cooperative figures, entries on specific major cooperatives and types of cooperatives, and cooperatives in foreign countries.

16·115

Coptics

SEE ALSO Religion.

A Coptic Bibliography. Winifred Kammerer. Ann Arbor, Mich.: University of Michigan Press. 1950. 205 pp.

An international bibliography, with many annotated listings of Coptic texts and writings about the Copts in books and periodicals, primarily published since 1900. Listings are classified. About 3000 citations in all.

Copy Preparation. SEE Proofreading; Publishing; Writing. SEE ALSO Chapter 4 (Research and the Research Paper).

16·116

Copyright

SEE ALSO Law; Publishing.

The Author-Publisher-Printer Complex [16·365] contains a section on copyright law.

The Law of Literary Property [16·365] includes the laws of copyright in its over-all discussion of the legal aspects of publishing.

"The Legal Almanac Series" [16·253] includes a volume called *How to Secure a Copyright*.

A Manual of Copyright Practice. Margaret Nicholson. Rev. and enl. ed. New York: Oxford University Press. 1956. 283 pp.

This bible of the publishing industry has been brought up to date in its new edition to

incorporate the changes in U.S. copyright law brought about by U.S. membership in and the activation of the new Universal Copyright Convention. It outlines UCC procedures and changes in U.S. copyright laws and gives international copyright regulations in tabular form. Section on how to obtain a copyright, organized by types, with sample forms filled out, and comprehensive question-and-answer section on the subject. Appendixes include texts of the U.S. copyright law, the Berne Convention, and the Universal Copyright Convention. Thoroughly indexed.

Risk and Rights in Publishing. Samuel Spring. New ed. New York: W. W. Norton & Company, Inc. 1956.

A detailed guide to all legal aspects involved in the publishing, broadcasting, motion-picture, advertising, and theatrical industries, naturally emphasizing copyright law.

The new edition has been revised to incorporate the provisions of the amended U.S. copyright act.

Corporations. SEE Banks and Banking; Business and Finance; Manufacturing.

16·117 Correspondence

SEE ALSO Address, Forms of; Business and Finance; Etiquette; Postal Service; Secretarial Science.

Amy Vanderbilt's *Complete Book of Etiquette* [16·156] contains detailed instructions on the writing of all types of formal and informal social correspondence. The same author has included less detailed information on the subject in her *Everyday Etiquette* [16·156].

Complete Secretary's Handbook [16·397] outlines the various forms of business correspondence.

Etiquette [16·156], by Emily Post, outlines the author's concepts of proper social correspondence forms.

Etiquette in Business [16·156] devotes a section to the etiquette of business letter writing.

Manners Made Easy [16·156] contains a chapter on social correspondence, emphasizing style and manner rather than form.

The Office Encyclopedia [16·397] includes comprehensive data on the forms of business correspondence.

Reference Manual for Stenographers and Typists [16·397] outlines the forms of official correspondence and discusses the problems that arise in typing letters.

Standard Handbook for Secretaries [16·397] contains a particularly comprehensive guide to forms and business correspondence and the over-all style of composition preferred in business letters.

Vogue's Book of Etiquette [16·156] outlines the various more formal types of social correspondence.

What to Say & How to Say It [16·363] contains models of different types of letters for use by persons engaged in community, union, or other kinds of public and organizational activities.

16·118 Cosmetics

SEE ALSO Beauty Care; Chemistry and Chemical Engineering; Manufacturing; Recipes and Formulas.

Cosmetic Formulary. Harry Bennett. New York: Chemical Publishing Company, Inc. 1937. 279 pp.

Several hundred recipes and formulas for the making of soaps, perfumes, and cosmetics, classified and indexed.

The Handbook of Beauty [16·45] contains a chapter on make-up and the use of perfumes and cosmetics. Alphabetical list of beauty aids.

The Westmore Beauty Book [16·45] includes a detailed discussion of cosmetics and their use. Use of make-up is shown in detailed diagrams and pictures, many of them in full color.

Costume. SEE Dress.

Courts and Judiciary. SEE Government; Supreme Court, U.S.

16·119 Cowboys

SEE ALSO Americana; Ethnology; Folklore; Folk Music.

The Cowboy Encyclopedia. Bruce Grant. Chicago: Rand McNally & Company. 1951. 160 pp.

About 600 entries on various topics relating to cowboys, of both the Old West and the modern dude-ranch type. More than 200 black-and-white illustrations and four pages in full color.

Crafts. SEE Handicrafts.

16·120

Credit

SEE ALSO Business and Finance.

"The Legal Almanac Series" [16·253] contains a volume concerning the laws respecting *Debtor and Creditor*.

Reference Book of Dun and Bradstreet, Inc.
New York: Dun and Bradstreet, Inc.

A bimonthly publication, loaned to subscribers under a yearly contract, this massive publication contains listings of names and

financial ratings of retailers, wholesalers, banks, and manufacturers, virtually every existing business firm in the U.S., arranged by states and cities in alphabetical order. The chief data are the firms' credit ratings, with much information given in abbreviated form indicating how that rating was arrived at. As almost every businessman knows, this is an indispensable tool for every business granting commercial credit.

16·121

Criminology

SEE ALSO Social Science; Sociology.

Dictionary of American Underworld Lingo [7·2] gives considerable insight into the workings of the criminal mind in its definitions, as well as many incidental data on criminal habits and customs.

Dictionary of Slang and Unconventional English [7·2], a much larger volume than the above and not concentrated exclusively on the language of criminals, contains much the same sort of data in various definitions, though emphasis lies on Britishisms.

Dictionary of the Underworld, British and American [7·2], by the same author as the above, contains considerably more Americanisms and is wholly oriented toward the language of criminals.

Encyclopedia of Criminology. Vernon C. Branham and Samuel B. Kutash. New York: Philosophical Library, Inc. 1949. 527 pp.

Brief but comprehensive entries on all aspects of criminology and phases of other related subjects, such as psychology, sociology, law, penology, philosophy, and religion.

State and National Correction Institutions of the United States of America, Great Britain and Canada. New York: American Prison Association.

An annual publication constituting a directory of penal institutions, statistical data on them, and other current information on penology.

Criticism. SEE Art; Literature, Criticism of; Music.

Crocheting. SEE Knitting; Lace; Needlecraft.

Crops and Crop Production. SEE Agriculture; Commodities.

Crossword Puzzles. SEE Games and Recreations. SEE ALSO 7·2 (Crossword Puzzle Dictionaries).

16·122

Crystallography

SEE ALSO Mineralogy; Physics.

International Tables for X-ray Crystallography. Birmingham, England: The Kynoch Press. 1952-. 3 vols.

Published for the International Union of Crystallography as a replacement for the 1935 *International Tables for Crystal Structure Determination*, Vol. I appeared in 1952.

Two further volumes plus eventual supplements are scheduled to follow. Vol. I deals with crystal symmetry and the crystallographic groups, with the discussion organized by groups. Index of symbols of space groups and dictionary of terms in English, French, German, Russian, and Spanish. Vol. II will cover mathematic tables; Vol. III will cover physical and chemical tables. Each volume can be bought separately.

Culinary Arts. SEE Alcoholic Beverages; Cooking; Food; Nutrition.

16·123

Current Events

SEE ALSO History; International Relations; Newspapers. SEE ALSO Chapter 8 for the various guides and indexes to newspapers and periodicals. SEE Chapter 6 for descriptions of encyclopedia annuals and for other yearly revised reference guides to recent events, such as almanacs. For the many different specialized annuals and yearbooks, see sources cited in the Index under appropriate headings.

Chronologies of the principal events of each year can be found in any of the different encyclopedia annuals discussed in 6·1. *Collier's Yearbook* [6·1] is especially notable for its articles on questions of a controversial nature that have arisen during the year covered in each volume. *American Peoples Encyclopedia Yearbook* [6·1] carries a special feature "The Year in Review" which surveys the events of each year in various broad fields.

Annuaire européen: European Yearbook. The Hague: N. V. Martinus Nijhoff's Boekhandel en Uitg. Maatschappij. 1955- .

An annual of nearly 600 pages published under the auspices of the Council of Europe, carrying statistical and other data on developments in western Europe during the year covered.

Canadian Annual Review of Public Affairs. Toronto: Canadian Review Company. 1903- .

Beginning with the year 1901, this annual publication reviews the year's events with an emphasis on business and cultural affairs. There is a listing of the past year's publications on Canada.

Current Digest of the Soviet Press. New York: The Joint Committee on Slavic Studies. 1949- .

A weekly publication beginning with Feb. 1, 1949, that translates and condenses the main items of news found in Soviet newspapers and periodicals. The complete contents of *Pravda* and *Izvestia* are also indexed each week, and all the contents are indexed quarterly. Arrangement of materials under subject headings makes it simple to follow new developments over a long period of time.

Deadline Data on Foreign Affairs [16·235] records weekly all major events in the field of international relations and domestically in each country except the U.S. It also treats in detail major crises, international organizations, etc.

An Encyclopedia of Modern World Politics [16·339] provides in one alphabet a series of entries on modern political terms, political parties, political movements, and political personages that make the work especially suitable for reference in interpreting the background of current events.

Facts on File [6·2] is probably the most useful single U.S. publication for providing both an index to current events and the essential data on them.

Keesing's Contemporary Archives [6·2] both augments and supplements *Facts on File*, adding greater detail to news of international events and covering happenings abroad that the American publication omits or mentions only briefly. Especially useful for its printing of complete documents in the field of international relations.

The National Catholic Almanac [16·386] includes a digest of the events of the previous year with special emphasis on news of interest to Catholics. Many photographs in this section.

Political Yearbook. New York: *The Reporter*. 1951-1952.

A summary of political events during the years covered with chronologies, maps and charts, and detailed index. Plans for reviving the publication are uncertain.

Royalty Annual. Godfrey Talbot and Wynford Vaughan Thomas. New York: Crown Publishers, Inc. 1952- .

A yearly record of the happenings in the lives of the British royal family. Many photographs.

The United States in World Affairs [16·235] provides a yearly review of the developments in U.S. foreign policy, with bibliography, chronology of world events, and index. Many maps and charts.

Year [6·2] provides in one volume the best single source of photographs of the principal events of each year.

Year Book of World Affairs. The London Institute of World Affairs. London: Stevens & Sons, Ltd. 1947- .

An annual compilation of articles by various experts on principal events and issues in the field of world affairs during each year covered. The authorship is international. Vol. 10 (1956) contains a cumulative index to the first ten volumes.

16·124 Customs and Duties

SEE ALSO Taxation; Trade and Commerce; Travel and Tourism. SEE ALSO 15·5 (Reference Sources on Specific Countries) for publications that outline the customs regulations of different countries and give statistics of customs receipts.

Whitaker's Almanack [6·2] gives the customs receipts for Great Britain.

World Almanac [6·2] outlines in brief the customs regulations for travelers entering the U.S. and gives statistics on U.S. customs receipts.

Customs and Manners. SEE Address, Forms of; Anthropology; Archaeology; Birthdays; Christmas; Ethnology; Etiquette; Flags; Folklore; Holidays and Anniversaries; Signs and Symbols; Valentines.

16·125 Cutlery

SEE ALSO Manufacturing; Metallurgy; Silver.

The Story of Cutlery. J. B. Himsworth. New York: John de Graff, Inc. 1953. 208 pp.

The historical development of cutlery

"from flint to stainless steel" traced in 14 chapters. Various sections cover tableware, kitchenware, knives, razors, scissors, and carving implements. Methods of cutlery making in England, Germany, France, and the U.S. are illustrated. Indexed.

16·126 Dance and Dancing

SEE ALSO Art and the Arts; Ballet; Music; Square Dancing; Theater.

American Dances. Arthur Murray. New York: Simon and Schuster, Inc. 1955.

A how-to-do-it guide to more or less traditional ballroom dancing, with some not so traditional dances such as jitterbugging.

Bibliography of Dancing. Paul D. Magriel. New York: The H. W. Wilson Company. 1936. 229 pp. 4th cumulated supplement; 1941. 104 pp.

An annotated and classified list of works about the dance. The supplement covers new publications in the years 1936-1940.

The Dance Encyclopedia. Anatole Chujoy. New York: A. S. Barnes and Company. 1949. 546 pp.

Alphabetically arranged entries on the dance, including terminology, biography, types of dancing, national schools of dance, etc., with much historical information.

Dances for Beginners. Arthur Murray. New York: Simon and Schuster, Inc. 1955.

Instruction book on the basic steps of the most popular of ballroom dances.

Dances of Bulgaria, Denmark, England and Wales, Finland, France, Germany, Greece, Hungary, Italy, Norway, Poland, Portugal, Rumania, Scotland, Spain, Yugoslavia. New York: Crown Publishers, Inc. 1950-1952. 20 vols.

A series of publications on the national dances of various European countries with a description of national costumes, illustrated in color, music, and notation of steps. Three volumes of French dances and two of Spanish, organized by regions.

Dances of England and France from 1450 to 1600. Mabel Dolmetsch. London: Routledge and Kegan Paul, Ltd. 1949. 163 pp.

Descriptions of dances with their music and notation of steps. Illustrated.

Dances of Spain and Italy. Mabel Dolmetsch. London: Routledge and Kegan Paul, Ltd. 1954. 174 pp.

Folk dances with music and step notations. Eight pages of color illustrations.

Guide to Dance Periodicals [8·5] provides the most complete available index to current periodical literature on the dance and all related subjects.

Index to Folk Dances and Singing Games. Music Department, Minneapolis Public Library. Chicago: American Library Association. 1936. 216 pp. Supplement: 1949; 98 pp.

An index to book collections of all types of folk and classical dances, as well as singing games. The supplement indexes about 60 collections published between 1936 and 1948.

Latin Dances. Arthur Murray. New York: Simon and Schuster, Inc. 1955.

An instruction manual in both the traditional Latin-American dances, such as the rumba and the tango, and the newer dances, such as the mambo.

Modern Dance Terminology. Paul Love. New York: Kamin Dance Publishers. 1953. 96 pp.

A brief analysis of the aesthetics and terminology used by leading exponents of the modern dance, with a description of their

basic techniques. Arranged for easy reference.

Orchesography: A Manual of Social Dances. Thoinot Arbeau. New York: Kamin Dance Publishers. 1948. 212 pp.

A study of all the well-known ballroom dances of the fifteenth and sixteenth centuries, such as the minuet, gavotte, and pavane, their background and history, with detailed directions for performing them. Several hundred illustrations, bibliography, and index.

Slavonic Encyclopedia [15·3] carries considerable data on the folk dances of eastern Europe.

Theatre Handbook [16·436] includes a number of entries on the dance as related to the stage.

Thesaurus of the Arts [16·21] includes a number of brief entries on dance terminology and other dance subjects.

Treasury of Mexican Folkways [16·173] includes information on Mexican dances and the music used to accompany them.

World History of the Dance. Curt Sachs. New York: W. W. Norton & Company, Inc. 1937. 469 pp.

A scholarly study of the development of the dance, highly authoritative and useful for reference because of its detailed index and inclusion of many specific facts.

16·127

Dates

SEE ALSO First Facts; History.

Book of Days, a miscellany of popular antiquities in connection with the calendar. Robert Chambers. Philadelphia: J. B. Lipincott Company. 1899. 2 vols.

Long out of print, copies of this work are still treasured in the reference departments of many libraries. The volumes are arranged in calendar order by months and days stating the events of many different years that occurred on those days with basic background data on those events. Events noted include births and deaths of famous persons. General name and subject index.

The Business Founding Date Directory [16·69] gives the dates on which more than 9000 different U.S. firms were founded between the years 1687 and 1915.

Dictionary of Dates. Helen Keller. New York: The Macmillan Company. 1934. 2 vols.

A chronological history of the world arranged by countries, running from ancient times to about 1930. Vol. I covers the "Old World," including general international affairs. Vol. II treats the "New World," including the polar regions. Each national section is prefaced by a brief survey of the country's history. No index. Vol. I was based in part on Haydn's work, cited below.

Dictionary of Dates. Joseph Haydn. 25th ed. New York: G. P. Putnam's Sons. 1911. 1614 pp.

This work is arranged in alphabetical order by subject headings under which data are arranged largely in chronological order. With

the addenda, the coverage is through 1910. This work is most useful for its lists under subject headings, such as of holders of offices and types of events (such as plagues).

The Encyclopedia of American Facts and Dates. Gordon Carruth and others. New York: Thomas Y. Crowell Company. 1956. 704 pp.

Basic data on all aspects of American history from the year 1000 to the present is outlined in four parallel columns: politics and government, the arts and literature, business and science, sports and manners. The vertical arrangement is chronological. A detailed index covers some 10,000 subjects. Also cross references.

An Encyclopedia of World History [16·216a] follows a chronological order in its various sections organized by regions and countries. Its paragraph-type format makes it easy to find specific dates of historical events.

Everyman's Dictionary of Dates. C. Arnold-Baker and Anthony Dent. New York: E. P. Dutton & Co., Inc. 1954. 432 pp.

The most nearly up-to-date work of this kind, it covers world history from the most ancient times to about 1953, with more than 36,000 dates given in all. Over 8500 subject articles including a large number that consists of lists in broad categories.

Handbook of Dates for Students of English History. Christopher R. Cheney. London: Royal Historical Society. 1945. 164 pp.

A compilation of various types of chronological lists useful in the study of English history. Long bibliography.

Historical Tables, 58 B.C.—A.D. 1945. Sigfrid Steinberg. New York: St. Martin's Press. 1949. 251 pp.

A tabular chronology of world history arranged by periods. Parallel columns by geographical regions or countries. No index.

A Short Chronology of American History, 1492–1950. Irving S. Kull and Nell M. Kull. New Brunswick, N.J.: Rutgers University Press. 1952. 388 pp.

A chronologically arranged outline of events in American history, with brief statements of fact. The exact date by month and day is given wherever possible. An index improves the value of this work for reference.

When Did It Happen? Stanford M. Mirkin. New York: Ives Washburn, Inc. 1956. 442 pp.

A chronological listing of the most important events in world history arranged by month and day. Subject index.

16·128

Debates and Debating

SEE ALSO Public Speaking.

Debate Index. 1939; 1941.

Reference Shelf. 1922— .

University Debaters' Annual. 1915— .

New York: The H. W. Wilson Company.

These reference aids to high-school and college debaters are closely correlated in their contents. The first item appeared as Vols. 12 and 14 of the second and indexed the contents of both the second and third

cited publications. *Reference Shelf* consists each year of a varying number of volumes of general information selected from different publications on the pros and cons of various controversial subjects likely to be used in debates at the time of publication. The *University Debaters' Annual* reports news of debates in American colleges during the preceding year and includes briefs of debates. Bibliographies of material useful to the debater on the subjects discussed.

Decoration and Ornamentation. SEE Beauty Care; Christmas; Dress; Interior Decoration; Jewels and Jewelry.

Decorations. SEE Medals and Decorations.

16·129

Degrees, Academic

SEE ALSO Colleges and Universities; Dissertations; Education.

The Degrees and Hoods of the World's Universities and Colleges. E. W. Scobie

Stringer. 4th ed., rev. and enl. Cheshunt, England: Cheshunt Press. 1948. 159 pp.

After a general introduction discussing academic gowns and hoods, there are seven

sections: degrees and hoods of Europe, the British Isles, and Malta; of Canada, New Zealand, Australia, South Africa, India, Burma, Ceylon, and Hong Kong; of theological seminaries in Britain and the Com-

monwealth countries; of the U.S. and certain other countries; of learned societies of Great Britain. Index to colors illustrated by color plates and a section on patterns of hoods illustrated by line drawings.

16·130 Dentistry

SEE ALSO Drugs; Medicine.

Accepted Dental Remedies [16·143] surveys in reference fashion the field of drugs from the point of view of dentistry. Revised annually.

American Dental Directory. Chicago: American Dental Association. 1947- .

An annual publication, its chief contents consist of five lists: One is a geographically arranged listing of U.S. dentists by states and cities or by branches of the Federal service with which they are affiliated. A code system indicates their specialty, if any; the dental school they attended; and the year they graduated. A second list presents names of all dentists alphabetically, and a third lists all dental specialists geographically. A fourth list names all members of the American Dental Association, and a fifth all honorary or associate members. Other sections of the directory contain a classified list of U.S. dental schools, data on the ADA and on state dental organizations, and lists of state dental examining boards, specialty boards, and other dental organizations in the U.S. and throughout the world.

Dental Abstracts. New York: Columbia University, Dental Abstracts Society. 1945- .

A condensation of the current literature in dental science, published monthly.

The Dental Assistant. John C. Brauer, ed. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1955. 384 pp.

There are 26 chapters by 14 authors, all dentists, on various aspects of the dental profession, designed to instruct the dental assistant in his duties and in the fundamentals

of dentistry. Much practical information, including how to run a dentist's office. Most valuable for reference purposes is a 32-page glossary of dental terms.

Dental Bibliography. New York Academy of Medicine. 2d ed. New York: First District Dental Society, State of New York. 1929-1932. 2 vols.

An "index to the literature of dental science and art as found in the libraries of the New York Academy of Medicine and Bernard Wolf Weinberger." Vol. 1 is a reference index, Vol. 2 a subject index.

Dental Formulas and Aids to Dental Practice. Louis I. Grossman. Philadelphia: Lea & Febiger. 1952. 318 pp.

"Helpful information on therapeutic, technical, and chemical formulas which can be readily applied in daily dental practice" arranged for easy reference. 19 tables, including diagnostic tables.

Index to Dental Literature in the English Language [8·5], indexes virtually all the professional dental literature published in the U.S., Great Britain, India, South Africa, Canada, and Australia. Since 1950 it has appeared in a quarterly cumulative form with a bound annual volume.

Lippincott's Handbook of Dental Practice. Louis I. Grossman, ed. 2d ed. Philadelphia: J. B. Lippincott Company. 1952. 503 pp.

A quick reference guide to questions arising in all the major aspects of dentistry.

"Practical Medicine Year Books" series [16·275] has since 1934 devoted one volume to a *Year Book of Dentistry* that presents in abstract form new developments in the field.

16·131 Dermatology

SEE ALSO Drugs; Medicine.

Gardiner's Handbook of Skin Diseases. John Kinnear, ed. 5th ed. Baltimore: The Williams & Wilkins Company. 1948. 250 pp.

A quick reference guide to the various types of skin ailments commonly met in medical practice, with an outline of recommended treatment. Illustrations include 20 color plates.

"Practical Medicine Year Books" series [16·275] has included since 1901 a *Year Book of Dermatology and Syphilology* devoted to abstract data on new developments in the diagnosis of all types of skin ailments, including skin cancers, fungous infections, and venereal diseases.

The Westmore Beauty Book [16·45] includes an especially comprehensive chapter on the care of the skin and how to deal cosmetically with skin imperfections and minor skin ailments.

16·132

Design

SEE ALSO Alphabet; Architecture; Art and the Arts; City Planning; Cutlery; Dress; Flower Arrangement; Furniture; Gardening; Glass and Glassware; Interior Decoration; Manufacturing; Needlecraft; Porcelain and Pottery; Sewing and Dressmaking; Textiles.

Decorative Art [16·233], a more or less biennial publication, while devoted to interior decoration, is an excellent illustrated catalogue of all types of contemporary design in furniture, fabrics, ceramics, glassware, silver, and other decorative household accessories.

Idea: International Design Annual. Gerd Hatje, ed. New York: Wittenborn, Schulz, Inc. 1953— .

An annual publication of about 160 pages, the text is written in English, French, and German. More than 300 illustrations in each edition depicting contemporary design in appliances for industrial and home use. Indexed.

The Index of American Design. Erwin O. Christensen. New York: The Macmillan Company. 1950. 229 pp.

Prepared under the auspices of the National Gallery of Art, it examines popular folk arts and crafts of the U.S. by regions and periods. Heavily illustrated. Besides an index to the work itself, there is a subject list of the "Index of American Design" at the National Gallery. Extensive bibliography.

Dialects. SEE Language.

16·133

Diaries

American Diaries. William Matthews. Berkeley: University of California Press. 1945. 383 pp.

"An annotated bibliography of American diaries written prior to the year 1861."

British Diaries. William Matthews. Berkeley: University of California Press. 1950. 339 pp.

"An annotated bibliography of British diaries written between 1442 and 1942."

Canadian Diaries and Autobiographies [14·3] provides an annotated bibliography of these works from early times through the recent past.

Dietetics. SEE Cooking; Food; Nutrition.

16·134

Dinosaurs

SEE ALSO Fossils; Geology; Reptiles and Amphibians.

Dinosaur Book. Edwin H. Colbert. New York: McGraw-Hill Book Company, Inc. 1951. 156 pp.

Prepared under the auspices of the American Museum of Natural History, this is a well-illustrated description of the different breeds of dinosaurs and related reptiles. Indexed.

16·135 Diplomatic Service

SEE ALSO Government; Political Science.

Aboard and Abroad [15·3] lists U.S. embassies and consulates in European countries, with their addresses and phone numbers.

Foreign Consular Offices in the U.S. [12·4] is a directory frequently brought up to date of consular offices and their personnel.

Foreign Service Register [12·4], a frequently revised publication of the State Department, lists all members of the Foreign Service, their current posts, and positions or titles.

Ein Genealogisches Handbuch des Adels [14·4] lists major diplomats of all countries currently assigned.

International Yearbook and Statesmen's Who's Who [14·4] lists the diplomats of various countries and their posts.

World Diplomatic Directory [14·4] provides perhaps the most extensive list of diplomats of all countries and their current assignments.

Directories. SEE Chapter 10.

Disease. SEE Medicine; Public Health; Vital Statistics.

16·136 Dissertations

SEE ALSO Colleges and Universities; Education; Writing. SEE ALSO Chapter 4 (Research and the Research Paper).

Bibliographies of Theses in America. Ralph P. Rosenberg. *Bulletin of Bibliography*, September–December, 1945, and January–April, 1946.

A supplement to *Guide to Bibliographies and Theses*, cited below, with corrections and additions.

Doctoral Dissertations Accepted by American Universities. New York: The H. W. Wilson Company. 1934– .

Basically, an annual listing of titles of dissertations arranged by subject and by university, with bibliographic data where they have been published in book or periodical form. Alphabetical subject and author in-

dexes, statistical data on doctorates, and data on the practices of various universities regarding publication, storing, and distribution of dissertations.

Guide to Bibliographies of Theses, United States and Canada [9·3] includes general, institutional, and subject lists.

List of American Doctoral Dissertations Printed in 1912–38. Library of Congress. Washington, D.C.: Government Printing Office. 1913–1940. 26 vols.

Each volume has four parts: an alphabetical list of titles; a subject list, classified by the indexing system of the Library of Congress; a subject index; and a list of authors, arranged by institutions granting them degrees. About 45 institutions were covered in the series.

Distribution. SEE Advertising; Bookselling; Business and Finance; Commodities; Communications; Consumer Research and Education; Economics; Manufacturing; Marketing and Market Research; Merchandising; Public Utilities; Salesmanship; Trade and Commerce.

16·137 Documents

SEE ALSO Current Events; History; Treaties.

Checklist of United States Public Documents 1789–1909. 3d ed., rev. and enl. Washington, D.C.: Government Printing Office. 1911. 1707 pp.

A listing of American state papers and congressional documents by serial numbers

and departmental publications by their authors. A planned index was never issued.

A Documentary History of the United States. Richard D. Hoffner. New York: The New American Library. 1952. 287 pp.

The history of the U.S. told through 36 different historic documents and speeches with

introductory notes and bibliography. The work starts with the Declaration of Independence and ends with the Marshall Plan. Sixteen documents are given in full; excerpts from the remainder are presented.

Documentary Source Book of American History, 1606–1926. William MacDonald. 3d ed., rev. and enl. New York: The Macmillan Company. 1926. 713 pp.

A final volume by this author combining the major portions of the material he previously included in three other volumes covering three periods of U.S. history. Excerpts from or complete reprintings of virtually all major documents relevant to American history, with brief notes.

Documents of American History. Henry Steele Commager. 5th ed. New York: Appleton-Century-Crofts, Inc. 1949. 759 pp.

A chronological arrangement of the complete or partial texts of historic documents down to the treaty on NATO. Well indexed, with helpful notes on the documents.

Documents on American Foreign Relations. World Peace Foundation. Princeton, N.J.: Princeton University Press. 1940–1952. Council on Foreign Relations. New York: Harper & Brothers. 1953– .

This annual volume collects together the official texts of treaties, reports of conferences, statements, and speeches issued in the U.S. and abroad relating to American foreign relations. Arranged by subjects, with cross references, notes, and index.

Documents on International Affairs. London: Oxford University Press. 1928– .

An annual—with some interruptions—collection of treaties and other important papers related to international affairs.

English Historical Documents. David C. Douglas, ed. London: Eyre & Spottiswoode, Ltd. 1953– . 12 vols.

A collection of papers relating to English history, with volumes arranged more or less chronologically and related to major developmental themes. Vol. 9 contains American colonial documents up to 1776.

A Guide to the Microfilm Collection of Early State Records. Washington, D.C.: Library of Congress. 1950.

A classified cataloguing of the legislative records of the various states held in microfilm by the Library of Congress. The index is

arranged by states with types of papers classified and then arranged chronologically. Reel numbers and location of the originals of the papers are noted.

Guide to the Public Records. London: H. M. Stationery Office. 1949– .

An as yet unfinished description of the holdings of the British Public Record Office. Part 1 describes the office, its origins, and its functions.

Keesing's Contemporary Archives [6·2] publishes probably more complete documents in the fields of national and international affairs than any other single similar source. The majority appear in its pages within a week or so of issue.

Papers Relating to the Foreign Relations of the United States, with the annual message of the President. U.S. Department of State. Washington, D.C.: Government Printing Office. 1862– .

The most complete source of documents in the field of U.S. foreign affairs containing texts of international correspondence, treaties, and other papers of the State Department, as well as the text of the President's "State of the Union" message to Congress and other special messages. At least one and sometimes two or more volumes appear each year. Unfortunately, publication is often delayed for 10 years or more. In addition to the regular volumes in the series, special volumes of papers on one general subject, as of papers on U.S.-Japanese relations prior to Pearl Harbor, have also been issued from time to time.

Sources and Documents Illustrating the American Revolution, 1764–88 [16·16] contains most of the important documents of the period of the Revolution and the formation of the Union.

United Nations Documents and Official Records [12·5] is a microprint collection of all mimeographed documents and printed official records issued by the UN from 1946 to 1953. Presumably documents of later years will be added to the collection from time to time.

United Nations Documents Index [12·5] is a monthly listing and indexing of all UN documents, printed and mimeographed, including those of the various agencies of the UN.

The United Nations Primer [16·453] contains a collection of the basic documents relating to the various meetings that led up to the formation of the UN.

16·138

Dogs

SEE ALSO Animal Life; Hunting; Mammals; Pets.

The school encyclopedias, such as *World Book Encyclopedia* and *Compton's Pictured Encyclopedia* [both 5·1], contain the most useful articles on dogs from the point of view of pets. *American Peoples Encyclopedia* [5·1] appears to contain the greatest number of separate entries on the different breeds of dogs.

"All-Pets Dog Books." Fond du Lac, Wis.: All-Pets Books, Inc.

This publisher maintains a strong list of pamphlets on dogs of various breeds. In 1957, the following publications, each of 64 pages in length, were available:

- Care of the Aging Dog.* E. C. DeCamp.
- Lovable Mongrel.* Maxwell Riddle.
- Pet Beagle.* A. D. Holcombe.
- Pet Boston Terrier.* Mrs. Charles Cline.
- Pet Boxer.* Mrs. P. N. Davis.
- Pet Chihuahua.* Mrs. Tressa E. Thurmer.
- Pet Cocker Spaniel.* Bart King.
- Pet Collie.* Ted Kattell.
- Pet Dachshund.* Mr. and Mrs. Laurence Alden Horswell.
- Pet Doberman Pinscher.* Len Carey.
- Pet English Bulldog.* A. K. and G. E. Forbush.
- Pet English Springer Spaniel.* Mrs. Janet Henneberry.
- Pet Fox Terrier.* Tilly Beyer.
- Pet German Shepherd.* E. C. M. Schalk.
- Pet Great Dane.* Mrs. Mary K. Johnston and Mrs. Peggy Seitz.
- Pet Irish Setter.* Jack Baird.
- Pet Labrador Retriever.* F. Griscom.
- Pet Pekingese.* Mrs. G. A. Krieger.
- Pet Pomeranian.* Vival L. Ricketts.
- Pet Poodle.* Alene Erlanger.
- Pet Scottish Terrier.* Mr. and Mrs. Thomas Snethen.
- Pet Shetland Sheepdog.* Mark Taynton.
- Pet Weimaraner.* Jack Baird.

Each of the above-listed books, except for the first whose contents are obvious from the title, is generally uniform in its contents. Each contains chapters on the history of the breed, exercise and environment, grooming, showing, training, breeding, health, and breed clubs.

Care and Training of Dogs. Arthur Frederick Jones. Englewood Cliffs, N.J.: Prentice-Hall, Inc. (paperbound edition: Pocket Books, Inc., New York). 1949. 311 pp.

A comprehensive guide to general dog care for the inexperienced pet owner, well arranged for quick reference.

Complete Book of Dog Care. Leon F. Whitney. New York: Doubleday & Company, Inc. 1953. 383 pp.

Another well-rounded guide to all aspects of raising dogs as pets, useful for frequent reference.

The Complete Dog Book. The American Kennel Club. New rev. ed. New York: Garden City Books. 1954. 482 pp.

An official publication, including "the history and standard of every breed admitted to AKC registration." Originally published in 1935, it has been revised about every three years thereafter. Part I discusses breeding and whelping, major infectious diseases and symptoms of other ailments, first aid, routine care, and prophylaxis. Glossary of terms used in dog anatomy and care. Parts II and III are devoted to breed histories and standards divided into six groups: sporting dogs, hounds, working dogs, terriers, toys, non-sporting dogs. The 1954 edition lists 112 breeds in all. Illustrated by photographs and 10 pages of drawings of dog anatomy. The book includes a directory of U.S. breed specialty clubs.

The Coon Hunter's Handbook [16·225] contains data on the breeding, care, and handling of the various breeds of coon dogs.

Dog Care and Keeping. Will Judy. 5th ed. Fond du Lac, Wis.: All-Pets Books, Inc. 128 pp.

A brief guide summarizing the main points of dog raising and handling, emphasizing how to keep a dog healthy. Many illustrations.

The Dog Owner's Handbook. Henry J. Deutsch and J. J. McCoy. New York: Thomas Y. Crowell Company. 1954. 207 pp.

A general guide to dog handling and care.

Dog Owner's Manual. Josephine Z. Rine. New York: Tudor Publishing Co. 1950. 455 pp.

An especially good source of basic data on the various specific breeds.

Dog Owner's Veterinary Guide [16·457] covers all phases of the prevention, diagnosis, and treatment of dog diseases.

The Genetics of the Dog. Marcia Burns. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 122 pp.

Covers reproduction, conformation, successful breeding systems, and theory and practice of breeding dogs for specific features. 15 pages of photographs.

Stud Book Register. New York: The American Kennel Club.

This quarterly publication is called the "Blue Book of Dogdom," giving data on "selected dogs . . . which have produced litter-registered offspring." Contents are arranged in tabular form to simplify pedigree search.

Training the Dog. Will Judy. 9th ed., rev. Fond du Lac, Wis.: All-Pets Books, Inc. 191 pp.

A standard guide to dog training, this work discusses the mentality of dogs, methods of training, and equipment useful in training. Some 80 illustrations.

16·139 "Do-It-Yourself"

SEE ALSO Antiques; Building and Contracting; Carpentry; Furniture; Handicrafts; Hobbies; Home Management; Interior Decoration; Needlecraft; Sewing and Dressmaking; Weaving.

Complete Home Handyman's Guide. Hubbard Cobb, ed. New York: Wm. H. Wise & Co., Inc. 1948. 500 pp.

A well-organized collection of specific data on all sorts of simple repairs and other home handiwork.

Do-It-Yourself Materials Guide. Clifford Hicks. Chicago: Popular Mechanics Press. 1955. 160 pp.

A simply written guide to what materials to use and how to use them in home projects, including window glass, lumber, plumbing and electrical supplies, and hardware. Guides to sizes, charts, and many illustrations.

Farmer's Shop Book. Louis M. Roehl and A. D. Longhouse. 10th ed. Milwaukee: The Bruce Publishing Company. 1953. 452 pp.

A do-it-yourself guide for the farmer, containing information useful to any home handyman. It covers care of tools and setting up of a workshop, working with cold metal, forging, soldering, carpentry and woodworking, ropework, electrical wiring, welding, etc. An appendix includes a bibliography and various weight, size, and other measurement tables. Profusely illustrated with photos and diagrams.

Handyman's Book. *Better Homes & Gardens.* Des Moines, Iowa: Meredith Publishing Company. 1951. 480 pp.

Instructions in woodworking, electrical wiring and repairs, plumbing, heating-system maintenance, furniture repairs, and other home projects, illustrated diagrammatically in more than 1600 pictures. Tabs and an index make the book especially useful for reference.

The Home Mechanic's Handbook. Princeton, N.J.: D. Van Nostrand Company, Inc. 1945. 804 pp.

An encyclopedic guide to tools, materials, methods, and techniques of all types of home repair and maintenance activities. More than 700 illustrations.

The Home Mechanic's Outdoor Handbook. R. R. Hawkins and C. H. Abbee. Princeton, N.J.: D. Van Nostrand Company, Inc. 1950. 490 pp.

A guide to such repair and maintenance activities outside the house as building driveways, garages, fences, patios, and walks; landscaping; and constructing ornamental garden fixtures such as pools. Many illustrations, both photos and diagrams.

The Home Owner's Complete Guide to Remodeling [16·67] is a comprehensive guide to do-it-yourself activities in refurbishing a house as well as garages and other outside structures.

How-to-Do-It Books [9·3] is the most complete guide available to books on do-it-yourself activities of every conceivable type.

Index to Handicrafts [8·5] locates in its basic volume and supplements all types of practical data on handicrafts, modelmaking, and workshop projects, usually including diagrammatic material.

Know-how Books [9·3] is a British listing of do-it-yourself books for the handyman, covering more than 3000 books of English origin.

Popular Mechanics Do-It-Yourself Encyclopedia. Chicago: Popular Mechanics Press. 1955. 12 vols.

A collection of "the best of *Popular Mechanics*," the contents in this set of books of some 3000 pages are several hundred articles taken from the parent magazine arranged under general subject headings in alphabetical order. The articles cover the whole range of do-it-yourself activities, with lavish photographic and diagrammatic illustration.

The Practical Home Handyman. George Daniels. New York: The Greystone Press. 1955. 372 pp.

An illustrated guide to all types of relatively simple home-maintenance and repair projects, well organized for reference.

Domestic Science. SEE Child Care and Guidance; Cooking; Etiquette; Flower Arrangement; Food; Furniture; Gardening; Home Management; Interior Decoration; Needlecraft; Nutrition; Sewing and Dressmaking; Textiles; Weaving.

16·140

Dragonflies

SEE ALSO Insects.

A Manual of the Dragonflies of North America. James G. Needham and Minter J. Westfall, Jr. Berkeley: University of California Press. 1954. 560 pp.

A field-guide type of publication, though somewhat more technical and more detailed than the average, describing and illustrating all varieties of dragonflies found in North America including northern Mexico and the West Indies.

16·141

Drama

SEE ALSO Broadcasting; Literature; Motion Pictures; Shakespeare; Theater.

Best Plays of 19— (formerly *Burns Mantle Best Plays of 19—*). Louis Kronenberger, ed. New York. Dodd, Mead & Company, Inc. 1899—

Published by Dodd, Mead from 1926 and other publishers previously, this annual has for more than a half century brought together selected best new American plays of each year with other incidental data on the current theater. Dodd, Mead published in 1950 an index to the collections from 1899 to 1950.

Catalog of Copyright Entries [9·2] devotes one section of its semiannual listing of new copyrights to drama of all kinds, now including TV and radio plays.

Filmed Books and Plays. A. G. S. Enser. London: Grafton & Co. 1951. 218 pp.

"A list of books and plays from which films have been made, 1928–1949," limited almost entirely to British and American movies. Indexes of movie titles, authors of books, and

changes of original titles. The first index gives the name of the movie, its producing studio, year of issue, and author, title, and publisher of book. A two-year supplement was issued in 1952, and annual supplements have since appeared in the *Library World*.

A Guide to Dance Periodicals [8·5] indexes much material relating to drama with which the dance is connected.

Guide to Great Plays. Joseph T. Shipley. Washington, D.C.: Public Affairs Press. 1956. 867 pp.

Gives a brief history, background, and plot of and original critical reaction to 660 plays by dramatists of all times and countries. Contents are arranged alphabetically by authors. Index of plays, glossary of terms.

A Handbook of Classical Drama. Philip Whaley Harsh. Stanford, Calif.: Stanford University Press. 1944. 526 pp.

In five parts: Greek Tragedy: Aeschylus, Sophocles, Euripides; Old Comedy: Aris-

tophanes; New Comedy: Menander; Roman Comedy: Plautus, Terence; Roman Tragedy: Seneca. Addenda include an extensive bibliography and a most detailed index.

History of the American Drama from the Beginning to the Civil War. 2d ed. 1943. 530 pp.

History of the American Drama from the Civil War to the Present Day. 1937. 728 pp. Arthur Hobson Quinn. New York: F. S. Crofts & Co.

A standard history of the American drama, with bibliographies and chronological lists of plays in each volume. Coverage through 1936.

History of Early 18th Century Drama, 1700–1750. 2d ed. 1929. 431 pp.

History of Early 19th Century Drama, 1800–1850. 1930. 2 vols.

History of Late 18th Century Drama, 1750–1800. 1927. 387 pp.

History of Late 19th Century Drama, 1850–1900. 1946. 2 vols.

History of Restoration Drama, 1660–1700. 1940. 412 pp. Allardyce Nicoll. London: Cambridge University Press.

A series of histories of different periods of the English drama with appendixes to each volume including lists of theater handbills and of theaters. Publication of revised editions of each volume under the general title of *A History of English Drama, 1660–1900* was begun by the same publisher in 1952.

Index of Plays, 1800–1926. Ina Ten Eyck Firkins. New York: The H. W. Wilson Company. 1927. 307 pp.

An index of 7872 plays by 2203 authors, indicating where they can be found in play collections or other sources. Plays indexed are limited to those written in or translated into English. Two indexes: author index giving bibliographic data and frequently some basic data on the play, title and subject index referring to the author index. A supplement, covering the years 1927–1934 and indexing 3284 additional plays by 1335 authors, was published by Wilson in 1935. The work has been partially supplemented since that date by *Play Index* (see below).

Index to Children's Plays. Aeola L. Hyatt. 3d ed., rev. and enl. Chicago: American Library Association. 1931. 214 pp.

There are three indexes: by titles, by subjects and relationship to special days, and by

number of characters. Based on Hazeltine's *Plays for Children*.

Index to Full Length Plays, 1926–44. 1946. 305 pp.

Index to Full Length Plays, 1895 to 1925. 1956. 183 pp. Ruth Gibbons Thomson. Boston: F. W. Faxon Co., Inc.

An index to English-language plays published over half a century, with about 1500 titles in all included. Subjects and authors are also indexed.

Index to One-Act Plays, 1900–1924. Hannah Logasa and Winfred VerNooy. Boston: F. W. Faxon Co., Inc. 1924. 327 pp.

A title index lists about 5000 plays to be found in some 400 collections or other sources. Each list describes the type of play, its setting, number of characters by sexes, and suitability for special groups, supplemented by an author and a subject index and a listing of indexed collections. Supplements cover the years through 1948.

Index to Plays in Collections. John H. Ottemiller. 2d ed., rev. and enl. New Brunswick, N.J.: Scarecrow Press. 1951. 386 pp.

"An author and title index to plays appearing in collections published between 1900 and 1950."

Masterplots [16·162] outlines the stories of many plays.

Masters of the Drama [14·4] contains an extensive bibliography of the drama on a worldwide basis.

Play Index: 1949–1952. Dorothy H. West and Dorothy M. Peake. New York: The H. W. Wilson Company. 1953. 239 pp.

A belated continuation of *Index of Plays* (see above), leaving a gap of some 15 years still uncovered. Part I is an author-title-subject index to 2616 plays appearing in 1138 volumes, with annotations and a cast analysis. Part II lists 162 major collections of plays. Part III groups listed plays according to their casts—by number of players, all male, all female, or puppets. Part IV is an index of play publishers.

Plot Outlines of 100 Famous Plays. Van Henry Cartmell, ed. New York: Barnes & Noble, Inc. 1952. 390 pp.

Digests of the plots of primarily classical plays.

Subject Index to Children's Plays. Subcommittee of ALA Board on Library Service to Children and Young People. Chicago: American Library Association. 1940. 300 pp.

A guide to 202 collections of plays for youngsters through the eighth grade indexed under 793 subjects. Each listing gives the title of the play, location in collection, grades for which it is suitable, number of acts, and number of characters.

Drawing. SEE Art; Painting.

16·142

Dress

SEE ALSO Beauty Care; Ethnology; Jewels and Jewelry; Sewing and Dressmaking; Textiles.

World Book Encyclopedia [5·1] carries an extensive illustrative section in full color with its article on "Dress" illustrating the development of costume.

The Book of Costume. Millia Davenport. New York: Crown Publishers, Inc. 1949. 2 vols.

A history of dress through about 1850 especially useful for its illustrations, which number about 3000.

Church Vestments: Their Origin and Development. Herbert Norris. New York: E. P. Dutton & Co., Inc. 1950. 190 pp.

A comprehensive guide to clerical dress, with more than 270 illustrations, including a number in color.

Clerical Dress and Insignia of the Roman Catholic Church. Henry J. McCloud. Milwaukee: The Bruce Publishing Company. 1945. 231 pp.

The descriptions and illustrations are supplemented by official documents concerning the wearing of vestments.

Costume Index. Isabel Stevenson Munro and Dorothy E. Cook. New York: The H. W. Wilson Company. 1937. 338 pp.

"A subject index to plates and illustrated text" in some 600 works dealing entirely or in large part with all aspects of costume. The well-thought-out index is especially useful in locating material covering specific details of costume, such as by country, occupation, or aspect of dress. Illustrations are specifically

Theater Handbook and Digest of Plays [16·436] contains brief data on several hundred famous plays arranged in the one alphabet under their titles.

World Drama: From Aeschylus to Anouilh. Allardyce Nicoll. New York: Harcourt, Brace and Company, Inc. 1000 pp.

A comprehensive and readable history of drama through the late 1940s. Its index is limited largely to playwrights and titles of plays.

noted. Locations of books in more than 30 different libraries help the user track down rare sources.

Costume Index Supplement. Isabel Stevenson Munro and Kate Margaret Munro, eds. New York: The H. W. Wilson Company. 1957. 217 pp.

A supplement to the above-cited work, indexing the pictures and text in 347 books that have appeared since the original 1937 parent work. Subject index.

Costume Patterns and Designs. Max Tilke. New York: Frederick A. Praeger, Inc. 1957. 177 pp.

A supplement to Tilke's *A Pictorial History of Costume* (see below), this volume surveys costume designs and patterns in all countries and periods. On 128 pages of plates appear about 2000 patterns, scaled on a 1-to-10 basis.

Costume throughout the Ages. Mary Evans. Rev. ed. Philadelphia: J. B. Lippincott Company. 1950. 360 pp.

A well-written and extensively illustrated history of dress from ancient times through the present. National costumes are covered in detail, including American, Oriental, Russian, Eskimo, Mexican, and American Indian. Developments in dress are related to cultural and social history. Considerable information on theatrical costume. More than 200 illustrations.

Dances [16·126], a series of 20 volumes covering the dance in most countries of western Europe, also describes the national costume of each country.

The Degrees and Hoods of the World's Universities [16·129] is an exhaustive guide to academic dress.

Fashion Dictionary. M. B. Picken. New York: Funk & Wagnalls Company. 1957. 416 pp.

Definitions of terms relating to fashion, costume, dress, and related subjects.

Fifty Years of Fashion. New York: Fairchild Publications, Inc. 1950. 24 pp.

Drawings and brief text showing the development of American fashions in women's dress taken from the costume library of *Women's Wear Daily*.

Guide to Dance Periodicals [8·5] locates much available material on theatrical costume design.

Historic Costume. Peoria Ill.: Charles A. Bennett Company, Inc. 1956.

A revised edition of the same publisher's 1940 work *Accessories of Dress*, this is "an illustrated history of . . . frills and furbelows of fashion from ancient Egyptian times to the present." Its contents cover gloves, hats, hosiery, handbags, buttons, lace, embroidery, shoes, corsetry, neckties, etc. More than 700 illustrations including many reproductions of famous paintings, extensive bibliography, and indexes to both text and illustrations. The revised edition carries the contents from 1940 to 1956.

History of American Costume, 1607-1870. Elizabeth McClellan. New York: Tudor Publishing Co. 1942. 661 pp.

An exhaustive history of the development of American dress, including that of the Spanish and French settlements in Florida and Louisiana. The index is detailed enough to make the text useful for references. Many excellent illustrations.

The Language of Fashion. Mary Brooks Picken. New York: Funk & Wagnalls Company. 1939. 175 pp.

A "dictionary and digest of fabric, sewing and dress," with about 8000 alphabetically arranged entries. A number of illustrative diagrams.

Mode in Costume. R. Turner Wilcox. Rev. ed. New York: Charles Scribner's Sons. 1948. 419 pp.

A history of dress by periods, illustrated by many line drawings.

A Pictorial History of Costume. Wolfgang Bruhn and Max Tilke. New York: Frederick A. Praeger, Inc. 1956.

A pictorial survey of the history of dress from ancient times to the present. More than 4000 individual figures and details in 120 full-color and 72 black-and-white pages.

Slavonic Encyclopedia [15·3] gives many data on national costumes in the countries of eastern Europe.

Slovak Folk Art [16·27] contains well-illustrated descriptions of the national costumes of Slovakia, with details of the embroidery work with which many of them are embellished.

What People Wore. Douglas Gorsline. New York: The Viking Press, Inc. 1952. 266 pp.

"A visual history of dress from ancient times to twentieth-century America," this work is divided into three parts: the dress of the ancient world, European dress, and American dress. The cutoff date is about 1925. The contents consist almost entirely of illustrations, with only the briefest of text. Illustrations are primarily black-and-white line drawings with especially careful attention to detail. Artists, writers, and others should find this a valuable source of visual data on dress of particular occupations, nationalities, and periods. Bibliography and list of illustration sources.

What to Wear Where. Editors of *Holiday*. New York: Bantam Books. 1953. 192 pp.

A guide for women tourists on what to wear in different parts of the world. Climate, season, and social customs are taken into consideration. Regions and special resorts are covered in the U.S., Canada, the Caribbean, Latin America, Europe, Africa, Asia, and the Pacific. Indexed.

16·143

Drugs

SEE ALSO Antibiotics; Chemistry and Chemical Engineering; Dentistry; Herbs; Manufacturing; Medicine; Poisons; Veterinary Medicine.

Accepted Dental Remedies. Chicago: American Dental Association. 1936- .

An annual intended for use only through the year following publication, it lists accepted products "together with other information compiled to promote rational therapeutics in dentistry." Dental remedies are grouped into 14 classifications, with specific

remedies listed alphabetically by types in each group. Basic data for each listing include properties, actions, dosages, and cautions where necessary. The history of some remedies is given. There are other general instructions on the use of drugs, how to prescribe, etc. Indexes include a bibliographic guide to products not listed in the publication and indexes to other reports of the ADA's Council on Dental Therapeutics, to distributors, and to the publication itself.

American Chemical Industry [16·88] contains several sections devoted to the development of the drug industry during different periods. A number of the company histories in the final volume are of pharmaceutical firms.

Dental Formulas and Aids to Dental Practice [16·130] gives the formulas of several hundred dental remedies and preparations, including anesthetics, packs, cleaning agents, mouthwashes, etc.

The Dispensatory of the United States of America. Arthur Osol and George E. Farrar, Jr., eds. 25th ed. Philadelphia: J. B. Lippincott Company. 1955.

A frequently revised publication, recent editions exceed 2000 pages in length. It gives standard data on all drugs recognized by the U.S. Pharmacopoeia XV, the National Formulary, the British Pharmacopoeia, and the International Pharmacopoeia and full data on each drug, medicinal agents not now recognized in official compendia, and chemical substances of toxicological interest. Veterinary uses and doses of drugs are also given. Considerable general pharmacological information.

Drugs in Current Use. Walter Modell, ed. New York: Springer Publishing Company, Inc.

Also an annual publication, with recent editions exceeding 150 pages in length, it lists alphabetically about 1000 drugs of current interest under their proprietary and official names. Each listing gives main pharmacological characteristics, major uses, physical properties, absorption, therapeutic and toxic actions, how it is administered, common preparations using the drug, recommended dosages, antidotes, cautions, and storage requirements. Also other general data. The selectivity of this book's contents makes it a useful source for common reference questions on drugs.

Encyclopedia of Chemical Technology [16·88] contains full data on most drugs, their properties and their preparation.

Epitome of the Pharmacopoeia of the United States and the National Formulary. Philadelphia: J. B. Lippincott Company.

A brief abstract of the chief data about major drugs taken from the two larger publications and revised whenever they are revised. A new edition appeared in 1955.

Guide to the Literature of the Zoological Sciences [16·480] includes annotated listings of sources on biochemicals and drugs.

Lippincott's Quick Reference Book for Nurses [16·307] contains basic data on pharmacology of use to nurses.

Livestock Health Encyclopedia [16·457] contains many entries on drugs and medicines, relating them to their use in veterinary science.

Manual of Pharmacology. Torald Sollmann. 7th ed. Philadelphia: W. B. Saunders Company. 1948. 1132 pp.

A rather technical handbook designed primarily for the use of medical students, pharmacologists, and researchers in the field, it is both complete and authoritative. A revision planned for 1957 is scheduled to add all new useful drugs placed on the market since the previous revision.

The Merck Index. 6th ed. Rahway, N.J.: Merck & Co., Inc. 1952. 1167 pp.

This standard reference guide to drugs and pharmaceutical chemicals lists more than 20,000 names of chemicals and drugs in one alphabet, with cross references from chemical, trade, or common names where needed. Each listing gives the preferred and other chemical names, common or popular names, generic and trade names, structural formulas, sources, methods of preparation, physical and chemical properties, references to medical literature, uses, hazards, commercial availability, and grades. 140 pages of appendixes on related subjects. A new edition is planned for 1960.

The Merck Manual [16·275] includes, besides mentions of drugs in its sections on different diseases and their treatment, over 1175 prescriptions arranged in groups according to their therapeutic action and material on antibiotics, sulfonamides, and other

groups of drugs. Table of alternative proprietary preparations.

Modern Drug Encyclopedia and Therapeutic Index. Marion E. Howard, ed. 6th ed. New York: Drug Publications, Inc. 1955. 1500 pp.

A guide to more than 4000 currently used drugs of some 150 pharmaceutical manufacturers. Listings are grouped under the headings "Drugs," "Allergens," and "Biologicals," with such data as composition, action, uses, supply, dosages, cautions, and contraindications. Indexes include therapeutic, generic, manufacturers', and general-name indexes. Buyers of the encyclopedia receive a bi-monthly supplement updating the basic volume during the interim between new editions, which normally appear about once every three years.

The National Formulary. American Pharmaceutical Association. 10th ed. Philadelphia: J. B. Lippincott Company. 1955. 867 pp.

A cataloguing of drugs in common use from the point of view of the needs of the practicing pharmacist. Formulas given here are considered to be legal standards. Many tables and charts. Nearly 1000 drugs are covered, including many newly admitted drugs, which are described in detail.

New and Nonofficial Remedies. Council on Pharmacy and Chemistry, American Medical Association. Philadelphia: J. B. Lippincott Company. 1909- .

An annual publication listing and describing new drugs and drug products accepted by the council during the previous year.

Pharmaceutical Abstracts. Washington, D.C.: American Pharmaceutical Association. 1935-1947. 12 vols.

A former monthly publication issued in bound annual volumes and digesting the current literature relating to pharmacology. The type of material it contained can now be found in *Chemical Abstracts* [16·88].

Pharmacopoeia Internationalis. World Health Organization. 2d ed. New York: Columbia University Press. 1955. 370 pp.

An internationally orientated listing of drugs, their properties, and use.

Pharmacopoeia of the United States of America. 15th ed. Easton, Pa.: Mack Publishing Company. 1955. 1232 pp.

Data on drugs and their preparation intended primarily for the use of pharmacists and pharmaceutical researchers.

Physicians Desk Reference to Pharmaceutical Specialties and Biologicals. Rutherford, N.J.: Medical Economics, Inc. 1947- .

An annual publication in five parts: alphabetical index by brand name and company name of drugs in common use and list of manufacturers with a complete list of their products; list of products under drug, chemical, and pharmacological headings according to their chief ingredients; therapeutic indications index referring to products by indications; professional products index, listing over 1700 products by name of manufacturer with a brief description, their action and use, dosage, contraindications, etc.; and finally general information of value to doctors. Also lists of educational materials supplied by manufacturers, such as publications, pictures, charts, films, and brochures.

Potter's New Cyclopaedia of Botanical Drugs and Preparations. Richard G. Wren. Rev. and enl. ed. New York: Pitman Publishing Corporation. 1956. 400 pp.

A listing of all types of drugs and other medical preparations whose basic ingredients are plants of one kind or another. The new edition includes such features as the habitats of the various plants, their flowering times, selections from ancient herbals, and citations of Biblical references to plants listed. Illustrations include four color plates.

"Practical Medicine Year Books" series [16·275] has, since 1901, devoted an annual volume to *Year Book of Drug Therapy*, which records the latest developments in the use of drugs primarily in the practice of internal medicine.

Remington's Practice of Pharmacy. E. Fullerton Cook and Eric W. Martin, eds. 10th ed. Easton, Pa.: Mack Publishing Company. 1951. 1630 pp.

A complete guide to the practice of pharmacy covered in 121 chapters representing contributions by leading experts in the field. About 800 illustrations.

Useful Drugs. Council on Pharmacy and Chemistry, American Medical Association. 15th ed. Philadelphia: J. B. Lippincott Company. 1952. 248 pp.

"A selected list of essential drugs with brief discussions of their actions, uses, and dosage," based on the *Pharmacopoeia of the United States*, the *National Formulary*, and *New and Nonofficial Remedies*.

16·144 Ducks and Geese

SEE ALSO Birds; Hunting; Poultry.

Duck Hunter's Manual [16·225] describes and gives complete hunting data on every type of wild duck found in the U.S. and Canada.

Ducks: Breeding, Rearing, Management. Reginald Appleyard. 4th ed. Fond du Lac, Wis.: All-Pets Books, Inc. 165 pp.

Data for both the beginner and the expert on breeding, feeding, housing, and caring for the health of domestic ducks. 40 illustrations.

Veterinary Drug Encyclopedia and Therapeutic Index [16·457] lists the various major drugs used in veterinary medicine and indicates their specific uses.

Ducks, Geese and Swans of North America. Francis H. Kortright. Harrisburg, Pa.: The Stackpole Company. 1942. 476 pp.

A comprehensive, well-illustrated descriptive guide, not too technically written, with many data on the migratory habits of the birds.

Geese. Reginald Appleyard. Fond du Lac, Wis.: All-Pets Books, Inc. 100 pp.

Data for the beginner on the breeding, rearing, and general care of domestic geese. 29 illustrations.

Dyes and Dyeing. SEE Chemistry and Chemical Engineering; Manufacturing; Recipes and Formulas; Textiles.

Ecclesiastical Costume. SEE Dress.

16·145 Ecclesiastical Law

SEE ALSO Law; Religion.

Black's Law Dictionary [16·253], unlike many other law dictionaries, contains definitions of terms in ecclesiastical law as well as in other branches of law.

A Catholic Dictionary [16·386] contains definitions of terms of ecclesiastical law in the Catholic frame of reference.

Manual of Canon Law. Fernando Della Rocca. Milwaukee: The Bruce Publishing Company. 1955. 1045 pp.

A commentary on the Code of Canon Law, the contents are organized under general headings that treat together all facts related to each particular canon.

16·146 Ecology

SEE ALSO Animal Life; Biology; Botany; Plant Life.

An Ecological Glossary. John R. Carpenter. Norman, Okla.: University of Oklahoma Press. 1938. 306 pp.

Definitions of about 3000 terms in ecology, with many references to scientific literature in which the various terms appear. Reprinted in 1956 by the Hafner Publishing Company of New York.

16·147 Economics

SEE ALSO Agriculture; Banks and Banking; Business and Finance; Communism; Conservation; Cooperatives; Foreign Exchange; Investments; Manufacturing; Marketing and Market Research; Merchandising; Natural Resources; Political Science; Social Science; Statistics; Taxation; Trade and Commerce; Transportation. SEE ALSO Chapter 15 for

sources that in part describe the economic life of various regions and countries.

Economics in the general and theoretical sense is largely slighted in the school encyclopedias but receives adequate treatment in the larger adult encyclopedias. *Encyclopaedia Britannica* and *Encyclopedia Amer-*

icana [both 5.1] tend to emphasize theoretical economics, with a large number of entries defining terms. *American Peoples Encyclopedia* and *Collier's Encyclopedia* [both 5.1] incline toward a stronger treatment of practical economics, with the former particularly useful for up-to-date statistical tables and graphs in the field.

A Bibliography on South American Economic Affairs. Tom B. Jones, Elizabeth Anne Warburton, and Anne Kingsley. Minneapolis: University of Minnesota Press. 1955. 146 pp.

An up-to-date guide to source materials on all phases of South American business, trade, and general economic life.

The British Commonwealth, Europa, The Middle East [all 15.3], and **Orbis** [15.2] briefly describe the economic life of the various countries covered in each of the volumes.

Deadline Data on Foreign Affairs [16.235] contains basic economic data on each country of the world.

Dictionary of Economics. Harold S. Sloan and Arnold J. Zurcher. New York: Barnes & Noble, Inc. 1949. 268 pp.

A collection in one alphabet of more than 2800 terms and proper names, such as of labor organizations, in the general field of economics, simply and concisely defined. Some diagrams.

A Dictionary of Economic Terms. John R. Winton. 3d ed., rev. London: Routledge and Kegan Paul, Ltd. 1951. 85 pp.

A rather brief glossary of economic terms, limited largely to those in current use and strongly British in flavor.

Dictionary of Labor Economics. Byrne Horton. Washington, D.C.: Public Affairs Press. 1948. 32 pp.

An abstraction from the same author's *Dictionary of Modern Economics* (see below) of terms related specifically to labor and sometimes somewhat shortened in form.

Dictionary of Modern Economics. Byrne Horton and others. Washington, D.C.: Public Affairs Press. 1948. 365 pp.

A simply written collection of brief definitions of terms in both theoretical and practical economics, with biographies of a number of leading economists, past and present.

Economic Almanac [16.69] contains comprehensive statistical and other information of

a current and recent nature on all phases of the economic life of the U.S.

Handbook of Basic Economic Statistics. Economic Statistics Bureau of Washington, D.C. Washington, D.C.: The Bureau. 1955- .

A monthly publication giving the latest available statistics in all phases of U.S. economic life.

International Bibliography of Economics. UNESCO. New York: Columbia University Press. 1955. 429 pp.

The first UNESCO publication in this field, surveying the whole field of current literature of economics throughout the world, it is supplemented annually by volumes covering publications appearing after the initial volume.

Oxford Economic Atlas of the World. The Intelligence Unit of *The Economist* and the Cartographic Department of the Clarendon Press. New York: Oxford University Press. 1954. 256 pp.

An introduction contains world maps showing variation of rainfall, soil types, vegetation, and temperatures, all as factors affecting economic life. Part I consists of maps covering about 120 different commodities, with diagrams showing production and trade in each. Part III is an index arranged by countries giving import, export, and production data by countries and relating the figures to the various maps. 96 pages of maps in color.

Sources of Business Information [9.4] lists many specialized as well as general reference works and other sources in the field of economics.

World Economic Report, 1950-51. UN Department of Economic Affairs. New York: United Nations. 1952. 140 pp.

A survey of the private and government economics of most nations, including trade and commerce and balance of payments. Many of the data are in tabular form. This basic publication has been supplemented with other UN publications, including *Economic Survey of Europe*, *Economic Survey of Latin America*, and *Economic Survey of Asia and the Far East*, all annual publications begun in 1952 with surveys of the previous year. In addition, three special supplements to the basic publication have appeared: Supplement 1, *Summary of Recent Economic Developments in the Middle East* (1952; 99 pp);

Supplement 2, *Recent Changes in Production* (1952; 120 pp.); Supplement 3, *Review of Economic Conditions in the Middle East, 1951-52* (1953; 101 pp.).

World Population and Production. Vladimir S. Woytinsky and E. S. Woytinsky. New York: The Twentieth Century Fund, Inc. 1953. 1268 pp.

A study of man in relation to his economic life, an analysis of population growth

and distribution and of natural resources and production of food, mineral, and industrial products. Especially useful for reference are the 497 different tables of statistical data, the 162 special maps, and the many diagrams and charts, all made easy to locate through an exceptionally detailed index. One of the best up-to-date sources of general economic data. Very complete bibliography and alphabetical list of authors of works used as sources.

16·148

Education

SEE ALSO Adult Education; Audio-Visual Education; Blindness; Business Education; Child Care and Guidance; Colleges and Universities; Consumer Research and Education; Debates and Debating; Degrees, Academic; Dissertations; Foundations; Fraternities and Sororities; Handicapped, The; Junior Colleges; Libraries and Library Science; Museums; Nature Study; Organizations; Prizes and Awards; Scholarships and Fellowships; Schools; Secondary Schools; Social Science; Vocations and Vocational Guidance.

Coverage of the broad field of education is fairly uniform in the various general encyclopedias in proportion to their over-all scope. General information is usually to be found under such entry titles as "Education" and the like, but you should not forget the specific data that are almost always to be found in encyclopedic articles on countries and states of the U.S. on education in the areas covered in such entries. Such information is usually located in a separate subdivision of these articles. *American Peoples Encyclopedia* [5·1] contains particularly up-to-date statistical data on education in its major geographic entries. Similar statistical data will be found in the *World Almanac* [6·2].

American Library Directory [16·256] lists college, university, and junior-college libraries in the U.S., its territories, and Canada, with the names of key personnel, size, book budget, special departments and collections, etc. Index to educational institutions listed.

American School and University. New York: American School Publishing Corporation. 1929- .

An annual guide to school building construction and maintenance, with particular

emphasis on architectural planning. Also buying guides to various types of school equipment and furnishings and a biannual school plant bibliography. Each volume is heavily illustrated with photographs, sketches, charts, and diagrams.

American School Library Directory [16·256] lists the elementary- and secondary-school libraries in the U.S., giving when available such data as the number of grades, enrollment, size of library, and library budget. Data on the libraries of each state are also included. Published in four parts on a regional basis.

America's Educational Press [8·2], an annual, contains a classified list of educational publications in the U.S., with an index to the periodicals and to their editors.

Basic Facts and Figures. Paris: UNESCO. 1952. 58 pp.

A collection of basic statistical data on most countries of the world on illiteracy, educational systems, libraries, museums, books, newspapers, movies, and radio, brought up to date and greatly augmented in UNESCO's 1956 publication *World Survey of Education* (see below).

A Bibliographical Guide to the English Educational System. George Baron. New York: John de Graff, Inc. 1951. 70 pp.

A collection of classified bibliographies covering reference works, periodicals, and general books. Classifications include primary, secondary, and higher schools; adult education; and aspects of it. Special sections on youth organizations, public schools, special schools, agricultural education, etc. Listings are given in a narrative form, so that they are organized coherently and, in effect, annotated. Authors are indexed.

Bibliographies and Summaries in Education to July, 1935. Walter S. Monroe and Louis Shores. New York: The H. W. Wilson Company. 1936. 470 pp.

"A catalog of more than 4,000 annotated bibliographies and summaries listed under author and subject in one alphabet."

Bibliography on the Teaching of Modern Languages [16·251] lists on an international basis recently published material on a major teaching problem.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] describe the educational systems of the various countries that are listed in the different volumes. In addition, directories of learned societies, research institutes, libraries, museums, and universities and colleges in the countries covered.

Cyclopedia of Education. Paul Monroe, ed. New York: The Macmillan Company. 1911-1913. 5 vols.

In its day, an excellent reference guide to education, organized in several thousand entries arranged in one alphabet, with bibliographies and many illustrations, including some in color. Now very much out of date, it is of value primarily for research into the history of education, both in a general sense and as related to specific countries. The final volume contains a guide to the entries classified under broad subject headings.

Dictionary of Education. Carter V. Good. New York: McGraw-Hill Book Company, Inc. 1945. 495 pp.

A collection of entries in one alphabet over the whole range of education, including selected terms from psychology, sociology, and philosophy. Primarily a guide to terminology, it avoids entries under proper names unless they are applied to an educational method or movement.

Directory of Catholic Colleges and Schools in the United States [16·103] gives a comprehensive picture of the Roman Catholic educational system in the U.S. in its listings, classified in nine groups according to function. Basic data are given on the schools of higher learning.

Educational Directory. U.S. Office of Education. Washington, D.C.: Government Printing Office. 1912-

An annual publication in four parts, Part I covers the Federal government and the state educational systems. Part II is a directory of county and municipal schools systems. Part III covers institutions of higher learning. Part IV is a directory to educational organizations of all types.

Educational Systems of the World. Martena T. Sasnett. Los Angeles: University of Southern California Press. 1952. 838 pp.

Describes in great detail the educational systems of the various countries with "interpretations for use in evaluation of foreign credentials" by U.S. schools accepting foreign students. Most extensive bibliography.

Education Index [8·5] has since 1932 provided the most comprehensive bibliographic guide to current literature on education of all types. Recent issues index some 180 periodicals published in the U.S., Canada, and elsewhere, of both a technical and a general nature. Each issue also lists the latest educational books; educational publications of institutions, associations, and foundations; and official documents relating to education.

Encyclopedia of Educational Research. Walter S. Monroe. Rev. ed. New York: The Macmillan Company. 1950. 1520 pp.

A collection of articles on educational research by various experts, arranged alphabetically by subjects and including extensive bibliographies. A subject index is inserted on colored paper in the middle of the volume.

Encyclopedia of Modern Education. Harry N. Rivlin, ed. New York: Philosophical Library, Inc. 1943. 902 pp.

A collection of rather brief entries, often little more than definitions, on a wide variety of terms and designations used in modern pedagogical talk. Bibliographies of a general nature.

The Forty-eight State School Systems. The Council of State Governments. Chicago: The Council. 1949. 256 pp.

"A study of the organization, administration, teacher personnel, plant and financing of public elementary and secondary education in the states." Many statistics.

Handbook on International Study [16·103] provides a general survey of current opportunities for study in foreign countries for the U.S. student and in the U.S. for the foreign student.

How to Locate Educational Information and Data. Carter Alexander and Arvid J. Burke. 3d ed., rev. and enl. New York: Bureau of Publications, Teachers College, Columbia University. 1950. 441 pp.

A guide for the teacher in training to the use of libraries in general and to the location and use of all types of material dealing with education in particular.

International Yearbook of Education. Paris: UNESCO. 1933— .

This began in 1933 as a League of Nations publication and has been continued by UNESCO. Current issues cover about 60 different nations in a country-by-country survey, giving statistics and new trends and developments in education in each country.

Jewish Education Register and Directory. Judah Pilch, ed. New York: American Association for Jewish Education. 1952— .

A biennial publication, it surveys new developments in Jewish education in the U.S. and provides a directory of schools, educational organizations and agencies, libraries, museums, summer camps, publications, and the like, associated with Jewish education.

"The Legal Almanac Series" [16·253] contains a volume on *Educational Law*.

The National Catholic Almanac [16·386] contains basic data on the Roman Catholic educational system in the U.S.

NEA Handbook for Local, State, and National Associations. Washington, D.C.: National Education Association.

A biennial publication appearing in odd-numbered years in volumes of nearly 400 pages in size, it gives basic information on the NEA and on the educational systems of each state, organized by states. Also directories of local, state, and national educational associations.

New Hope for the Retarded [16·209] treats in detail current approaches to the education of mentally retarded children, both in the home and in schools.

The Nursery School and Child Care Center [16·393] describes in detail the various types of nursery schools in existence today, how they are run, and what standards they should meet.

Patterson's American Education. Wilmette, Ill.: Educational Directories, Inc. 1904— .

Under several different publishers' imprints, this exhaustive directory of American school

systems has appeared for more than half a century in annual editions. Current volumes exceed 700 pages in length. There are three main directories of schools: an alphabetical listing of colleges, universities, and public, private, and special schools; a geographical listing of schools by states and cities; a classified listing by type of school. Data with listings include the names of school administrators and supervisors, including school officials in towns of 500 or more population. Names are given also of supervisors of various departments in the schools and of business managers. In addition, there are listings of school, special, and municipal libraries; state departments of education with names of their officials; county and district school superintendents; educational associations and societies. Also a buying guide to educational materials and equipment listed under product headings.

Patterson's Schools Classified. Wilmette, Ill.: Educational Directories, Inc.

An annual abridgment of the above, listing and classifying alphabetically some 5000 private and special schools, colleges, and universities, grouped by states and cities.

Requirements for Certification. Robert Woellner and M. Aurilla Wood. 20th ed. Chicago: University of Chicago Press. 1955. 127 pp.

A frequently revised summary of the requirements needed in each of the 48 states for initial certification as a teacher, counselor, librarian, and school administrator in the public-school systems.

The Sargent Guide to Summer Camps [16·75] lists summer camps that provide special travel and study programs, summer camps for the handicapped and maladjusted, schools with summer sessions, and boarding schools with summer programs.

School Health Sourcebook. O. E. Byrd. Stanford University, Calif.: Stanford University Press. 1955. 373 pp.

A guide to source materials of all kinds in the broad field of school health and hygiene, useful for teachers, school administrators, and school health officials.

A Simplified Guide to Statistics, for Psychology and Education [16·423] discusses the application of statistics to educational studies.

Statesman's Year-book [15·2] devotes a fair amount of space to a description of the educational systems of most of the countries covered in the publication. Facts are brought up to date in each year's edition.

Subject Index to Books for Intermediate Grades [9·3] lists and analyzes some 1800 textbooks and other works commonly used in U.S. grade schools. Works are classified under about 6500 subject headings.

Subject Index to Books for Primary Grades [9·3] provides much the same type of data on books used in the lower grades.

Textbooks in Print [9·2], formerly called *American Educational Catalog*, offers an annually revised listing of elementary- and junior- and senior-high-school textbooks in print and in use in schools, classified by subject, as well as other teaching aids.

Vacations Abroad: Courses, Study Tours, Work Camps. UNESCO. New York: Columbia University Press. 1948- .

An annual directory of thousands of opportunities for summer study, study tours, and work-learn programs in various foreign countries, with full data on applications, costs, programs, etc.

Where to Buy Supplies for Educational Institutions [16·367] constitutes a purchasing directory to sources of all types of supplies including textbooks and reference works and lists foundations, educational periodicals, educational reference bureaus, educational insur-

ance companies, and teachers' employment agencies.

The World of Learning. London: Europa Publications, Ltd. 1947- .

An annual publication, this is "a comprehensive guide to educational, scientific and cultural institutions in all parts of the world." For each of the major and many minor countries, arranged alphabetically by countries, it lists academies, learned societies, research institutes, libraries and archives, museums and art galleries, universities, colleges, and technical schools, giving the names of the members of leading academies and learned societies, the officials of other organizations and institutions, librarians, museum curators, etc. Dates of founding of many institutions and their periodical publications are listed. Indexed.

World Survey of Education. UNESCO. New York: Columbia University Press. 1955. 943 pp.

A revision and expansion of UNESCO's 1951 *World Handbook of Educational Organization and Statistics*, this work gives a detailed description, with full statistical data, of educational systems of virtually all countries.

16·149 Elections

SEE ALSO Political Science; History.

Much information on elections, current and historical, is available in statistical form in *The World Almanac*. Basic data can also be found in *The New York Times* through its *Index* and through consulting appropriate issues of *Facts on File* and *Keesing's Contemporary Archives* [both 6·2]. Most of the encyclopedia annuals discussed in 6·1 also give results of any elections held during the years covered in the various editions.

16·150 Electricity and Electrical Engineering

SEE ALSO Building and Contracting; Engineering; Lighting; Physics; Technology.

All about House Wiring. Floyd Mix. Chicago: Goodheart-Willcox Co. 1954. 176 pp.

Essentially a how-to-do-it book, it has many reference uses for persons seeking data on

House of Commons [14·4], published when appropriate by the London *Times* since 1945, gives full results of the polling, biographies of successful and unsuccessful candidates with photographs of the winners, and complete analytical and statistical data on the British parliamentary elections.

Qualifications for Voting. Mollie Z. Margolin. Chicago: Council of State Governments. 1956. 102 pp.

A listing of the voting laws and requirements of each of the states, arranged alphabetically by state.

specific electrical terms, devices, and practices. Profusely illustrated with pictures of equipment and processes. Written clearly and simply for the fairly competent amateur. Detailed index.

American Electrician's Handbook. Terrell W. Croft. 7th ed. New York: McGraw-Hill Book Company, Inc. 1953. 1773 pp.

"A reference book for practical electrical workers," this edition has been revised to accord with the latest edition of the National Electrical Code. Contents are arranged for quick reference according to general subjects, such as selection, installation, maintenance, and operation of electrical equipment. Plans for electrical circuits and power and lighting installations.

Electrical Engineers' Handbook. Harold Pender and William A. Del Mar, eds. 4th ed. New York: John Wiley & Sons, Inc. 1949-1950. 2 vols.

Reference data on electric power (Vol. 1) and electric communications and electronics. Much of the information is highly technical.

Electrical Equipment List. Chicago: Underwriters' Laboratories, Inc.

A periodically revised listing of manufacturers of electrical equipment, the equipment they make, and the basic electrical data concerning each item.

Electroplating Engineering Handbook. A. Kenneth Graham, ed. New York: Reinhold Publishing Corporation. 1955. 784 pp.

A compilation of data on electroplating by about 40 experts with material arranged in chapter form, largely covering different processes. Part II contains considerable data on

electroplating equipment and its care and maintenance. Glossary and a number of useful tables.

Electro-technology. M. G. Say. New York: Philosophical Library, Inc. 1946. 159 pp.

The fundamentals of electricity and electrical engineering discussed in chapters. Mathematical tables and formulas and a detailed index.

Science Abstracts: Section B, Electrical Engineering Abstracts. London: E. & F. N. Spon, Ltd. 1898- .

A monthly condensation of the important technical literature on electrical engineering, published under the sponsorship of the Institution of Electrical Engineers in association with the Physical Society, the American Physical Society, and the American Institute of Electrical Engineers. Both English- and foreign-language publications are included.

Standard Handbook for Electrical Engineers. Archer E. Knowlton, ed.-in-chief. 8th ed. New York: McGraw-Hill Book Company, Inc. 1949. 2280 pp.

A collection of reference data on all phases of electrical engineering prepared by more than 100 experts in the field. Contents include fundamental theory, units, and systems of measurement.

16·151

Electronics

SEE ALSO Aviation; Business Machines; Electricity and Electrical Engineering; High Fidelity; Navigation and Seamanship; Physics; Radio; Technology; Television.

Audio Anthology [16·2] contains excerpts from the magazine *Audio Engineering*, many of which treat electronics as related to communications.

Dictionary of Radio and Television Terms [16·65] includes many terms in electronics defined in a fairly nontechnical fashion.

Drake's Cyclopedia of Radio and Electronics. Harold P. Manly and L. O. Gorder. 14th ed. Wilmette, Ill.: Frederick J. Drake & Company, Inc. 1951.

A frequently revised compilation of more than 1000 definitions of technical terms in the field of radio communications, with recent editions increasingly emphasizing electronics. Fairly simple language and the use of hundreds of diagrams make much of the work comprehensible to the layman.

Drake's Radio-Television-Electronic Dictionary. Harold P. Manly. Rev. ed. Wilmette, Ill.: Frederick J. Drake & Company, Inc. 1956.

Alphabetically arranged definitions of terms used in radio transmission and reception, black-and-white and color television, transistors, photoelectricity, audio systems, high fidelity, and electricity and magnetism.

Electrical Engineers' Handbook [16·150] devotes part of its second volume to basic reference data on electronics.

Electronic Engineering Handbook. Ralph R. Batcher and William Moulic, eds. New York: Electronic Development Associates. 1944. 456 pp.

A reference book in chapter form designed primarily for electronic design engineers. It covers the fundamentals of vacuum tubes, electronic circuits, electronic applications, as well as basic data on television, high fidelity, and radar. Many diagrams and detailed index.

Electronic Engineering Master Index [8·5] provides a comprehensive guide to the literature of electronics that appeared in periodicals between January, 1925, and December, 1949, the final date covered.

Electronics Dictionary. Nelson M. Cooke and John Markus. New York: McGraw-Hill Book Company, Inc. 1945. 433 pp.

A dictionary of more than 6500 terms used in all phases of electronics, including radio, TV, industrial electronics, recording, etc. Definitions are couched in nontechnical language as much as possible and made easier to understand through the use of more than 600 diagrams and other illustrations.

Encyclopaedia of Radio and Television. London: Odhams Press Limited. 1950. 768 pp.

A collection of about 2000 common technical terms of electronics and radio communication defined fairly simply and illustrated by

many diagrams. The British technical terminology may occasionally stump the American reader.

International Dictionary of Physics and Electronics [16·331] defines and discusses the basic terminology used in electronics.

Standard Handbook for Electrical Engineers [16·150] devotes a number of sections to electronic subjects, including electron tubes and radar.

Television and Radar Encyclopedia. W. MacLanachan, ed. 2d ed. New York: Pitman Publishing Corporation. 1954. 216 pp.

A British publication edited with an eye toward American terminology and practice. About 1000 entries in alphabetical order, both definitive and descriptive in nature. The language is fairly technical, but the many photos and diagrams help make many points clear. Numerous statistical and other tables.

Emblems. SEE Flags; Heraldry; Signs and Symbols.

Employment Management. SEE Personnel Management; Vocations and Vocational Guidance.

16·152

Engineering

SEE ALSO Agriculture; Architecture; Aviation; Building and Contracting; Chemistry and Chemical Engineering; Civil Engineering; Electricity and Electrical Engineering; Electronics; Marine Architecture and Engineering; Mechanical Engineering; Metallurgy; Mining and Quarrying; Petroleum and Natural Gas; Physics; Railroads; Technology.

Bibliography of Engineering Abstracting Services. Miriam M. Landuyt, ed. New York: Special Libraries Association. 1955. 37 pp.

A listing with annotations of the various services that condense the literature of engineering.

Dictionary of Technical Terms [16·432] includes many general engineering terms.

Engineering Encyclopedia. Franklin D. Jones, ed. 2d ed. New York: The Industrial Press. 1943. 2 vols.

Alphabetically arranged collection of about 4500 entries on subjects covering all phases of engineering, including industrial processes. More than 200 illustrations. The language is relatively simple, and entries are concisely

written. Treatment is considerably more detailed than in most similar works.

Engineering Index [8·5] catalogues the entire field of engineering literature in periodical form. Different formats have been used over the years, but recent issues include brief digests of the contents of many listings.

Engineers' Dictionary, Spanish-English, English-Spanish. Louis A. Robb. 2d ed. New York: John Wiley & Sons, Inc. 1949. 664 pp.

A two-way dictionary of engineering terms and those of allied fields, with emphasis on Latin-American usage. Civil, electrical, and mechanical engineering are covered primarily, including terminology used in mining, petroleum, logging, and sugar milling.

Engineers Illustrated Thesaurus. Herbert Herkimer. New York: Chemical Publishing Company, Inc. 1952. 572 pp.

A most useful and highly ingenious collection of drawings of all types of tools and engineering equipment arranged alphabetically, with terms on one page and drawings on the opposite one. An indispensable guide to the artist working in this field.

English-French and French-English Technical Dictionary [7·3] gives the equivalents in both languages of basic engineering terminology.

English-French-German Technical and Commercial Dictionary [7·3] includes among its 20,000 terms many engineering words and phrases, giving the French and German equivalents.

English-German Technical and Engineering Dictionary and German-English Technical and Engineering Dictionary [both 7·3], companion volumes, include about 125,000 words and special terms in each vocabulary, covering virtually all phases of engineering and allied sciences and technology.

A French-English and English-French Dictionary of Technical Terms and Phrases. London: Routledge and Kegan Paul, Ltd. 2 vols.

A comprehensive dictionary devoted largely to the language of civil, mechanical, electrical, and mining engineering. The chief difficulty for the American reader lies in the use of British terminology.

General Engineering Handbook. Charles Edward O'Rourke, ed.-in-chief. 2d ed. New York. McGraw-Hill Book Company, Inc. 1940. 1120 pp.

A collection of reference data, prepared by 26 experts, arranged by general subjects covering most phases of engineering, including mechanical, structural, heating and ventilating, civil, sanitary, and electrical engineering. Mechanical and physical tables and a section on electrical measurements.

Handbook of Engineering Fundamentals. Ovid W. Eshbach. 2d ed. New York: John Wiley & Sons, Inc. 1952.

A collection of descriptive and factual data on most phases of engineering, revised to include many new materials and methods.

Handbook of Engineering Materials [16·271] constitutes a comprehensive survey of metallic, nonmetallic, constructional, and other materials used in all phases of engineering,

classified and their properties and uses described.

Hoyer-Kreuter Technological Dictionary [7·3], in three volumes, gives the English, German, and French equivalents, with separate alphabets for each language, of terms in all phases of engineering and allied sciences and technology.

Illustrated Technical Dictionary [16·432], though covering many nonengineering subjects, is especially useful for its explanatory diagrams that accompany many of its entries on engineering terminology, particularly in mechanical and civil engineering.

Industrial Arts Index [8·5] covers much of the general periodical literature in the field of engineering.

New Technical Books [9·2] provides a comprehensive listing of current engineering literature in book form kept up to date bimonthly.

The Practical Engineer Pocket Book. N. P. W. Moore, ed. 65th ed. London: Sir Isaac Pitman & Sons, Ltd. 1954. 744 pp.

A frequently revised compilation of descriptive and basic factual data on virtually all phases of engineering. Dictionaries giving the equivalents in English of engineering terms in German, French, and Spanish and a short list of British engineering trade and research associations.

Scientific, Medical, and Technical Books [9·3] provides in its basic volumes and supplements a classified listing of the most important books published in the U.S. in the field of engineering since 1930.

Time-saver Standards [16·25] includes many useful data in the fields of civil, mechanical, and structural engineering.

Van Nostrand's Scientific Encyclopedia [16·394] includes in its entries several hundred terms in the fields of aeronautical, chemical, civil, electrical, mechanical, and mining engineering, with both definitive and descriptive data.

16·153 Engraving

SEE ALSO Art and the Arts; Graphic Arts; Printing and Typography; Prints.

American Engravers upon Copper and Steel [14·4], though primarily biographical in nature, provides an index to engravings and

a check list of engravings by early artists. Fielding Mantle's supplement to this work includes another special list of engravings and an index to the biographies under engraving subjects.

Bryan's Dictionary of Painters and Engravers [14·4] lists most artists' works and in many cases their locations.

Dutch and Flemish Etchings, Engravings and Woodcuts, ca. 450–1700. F. W. H. Hollstein. Amsterdam: M. Hertzberger N. V. 1949– . 25 vols.

When eventually completed, this will be a comprehensive catalogue of Dutch and Flemish prints, arranged alphabetically by artists' names with about 10,000 reproductions of their works. There are a bibliography of a general nature in Vol. 1 and bibliographies for individual artists with their listings. The

listings also include brief biographical data. Various indexes, subject and geographical, are planned.

History of Engraving and Etching from the 15th Century to the Year 1914. Arthur M. Hind. Boston: Houghton Mifflin Company. 1923. 487 pp.

The revised third edition of *A Short History of Engraving and Etching*, a standard work in the field. Special reference features include a general bibliography, bibliographies of artists under their names, and a classified list of artists.

Entertaining. SEE Etiquette; Home Management.

Entertainment. SEE Theater.

Entomology. SEE Insects.

16·154

Epic Poetry

SEE ALSO Literature; Poetry.

Book of the Epic. Hélène A. Guerber. Philadelphia: J. B. Lippincott Company. 1913. 493 pp.

A comprehensive collection of the stories of "the world's great epics" given in synopsis form. Literatures covered are limited to Europe.

Essays. SEE Literature.

Etching. SEE Engraving.

16·155

Ethnology

SEE ALSO Anthropology; Archaeology; Folklore; Indians, American; Magic; Mythology; Superstitions.

Rather surprisingly since it is a juvenile encyclopedia, perhaps *Oxford Junior Encyclopaedia* [5·1] is the most useful general reference source in the field of ethnology, at least from a popular point of view. Its Vol. 1 ("Mankind") contains highly readable entries on many of the races and peoples of the earth, describing their culture and customs, as well as on general topics in the field. There are many useful photographs. The *New Century Cyclopaedia of Names* [5·2] contains a very large number of entries under the names of peoples, especially African, American Indian, and Asiatic tribes, with brief data on their origin, residence, and cultural habits.

Bibliography of German Culture in America, to 1940. Henry A. Pockmann and Arthur R. Schultz. Madison, Wis.: University of Wisconsin Press. 1954. 512 pp.

"A bibliography of 12,000 items covering every aspect of German-American cultural exchange that is considered broadly cultural whether political, social, religious, literary, ethnographic, economic, or artistic." Locations of important source materials are indicated.

Curiosities of Popular Customs. William S. Walsh. Philadelphia: J. B. Lippincott Company. 1898. 1018 pp.

A highly useful volume that has well deserved remaining in print for more than a half century, it is a collection of data on unusual customs, rites, ceremonies, observances, etc., in all parts of the world, with many data on the origins of holidays, legends, and superstitions.

Encyclopaedia of Islam [16·283] is a good source of data on the ethnology of the Middle East and of Moslem Africa.

Encyclopaedia of the Social Sciences [16·411] contains a number of general articles in the field of ethnology and related subjects. The bibliographies are especially useful.

Funk & Wagnalls Standard Dictionary of Folklore, Mythology and Legend [16·173] contains many data of an essentially ethnological nature relating folklore to customs and manners.

Das Lexikon der Frau [16·471] discusses in geographical entries the status of women in primitive tribes and countries, including much ethnological information.

List of Publications of the Bureau of American Ethnology [16·228] is devoted primarily to works on the American Indians.

The Races of Europe [16·20] is an especially

useful source on the ethnology of European peoples of the past and the present.

Strange Customs, Manners, and Beliefs. Alpheus Hyatt Verrill. Boston: L. C. Page & Company. 1946. 302 pp.

A readable and slightly sensational account of the customs and cultural practices of primitive peoples in various parts of the world organized by types. Subjects covered include dress, ornamentation, medicine, marriage, and foods. Well indexed.

Treasury of Mexican Folkways [16·173] is a particularly comprehensive guide to Mexican ethnology.

16·156

Etiquette

SEE ALSO Address, Forms of; Correspondence; Home Management; Parliamentary Law and Procedure.

The Air Force Officer's Guide [16·9], **The Army Officer's Guide** [16·26], and **The Naval Officer's Guide** [16·302] contain detailed information on the formal customs and practices of the various services for the officer. Much the same type of information is to be found in **The Naval Officer's Manual** [16·302], **The Air Officer's Guide** [16·9], and **The Officer's Guide** [16·26].

The Air Force Wife. Nancy Brinton Shea. Rev. ed. 1956. 394 pp.

The Army Wife. Nancy Brinton Shea. 3d rev. ed. 1954. 367 pp.

The Marine Corps Wife. Sally Jerome and Nancy Brinton Shea. 1955. 298 pp.

The Navy Wife. Nancy Brinton Shea and Anne B. Pye. 3d rev. ed. 1955. 336 pp. New York: Harper & Brothers.

Each of these books follows a similar pattern, providing information of a basic nature about each of the services but primarily emphasizing the customs and manners of the service and how the service wife should conduct herself both privately and socially to fit best the pattern of what is expected of her.

Amy Vanderbilt's Complete Book of Etiquette. Amy Vanderbilt. Rev. ed. New York: Doubleday & Company, Inc. 1956. 700 pp.

A comprehensive guide to all types of questions of polite behavior and "gracious living" in contemporary American society, distinguished by its tendency to favor the casual

and informal over the formal. Well written and well organized for reference.

The Bride's Encyclopedia. Dorothy Sara. New York: Crown Publishers, Inc. 1951. 310 pp.

A discussion of the bride's role in all aspects of marriage, in both social relations and establishing a happy, well-run household.

The Complete Guide for the Serviceman's Wife. Elizabeth Land and Carrol V. Glines, Jr. Boston: Houghton Mifflin Company. 1956. 466 pp.

A guide for wives of both officers and enlisted men in all branches of the Armed Forces. Contents cover military etiquette, pay, life at bases in the U.S. and abroad, how the services care for dependents, etc. An appendix includes record pages for the use of the individual reader.

Dictionary of Etiquette. Nancy Loughbridge. New York: Philosophical Library, Inc. 1955. 198 pp.

A collection of several hundred entries arranged in alphabetical order on questions primarily of personal behavior rather than on formal practices of etiquette. A typical topic is "Frog Legs, How to Eat."

Etiquette: The Blue Book of Social Usage. Emily Post. 9th ed. New York: Funk & Wagnalls Company. 1955. 671 pp.

Long the most famous of guides to etiquette, this book is still preferred by many who favor the continued adherence to more traditional and formal behavior, though Mrs. Post has considerably modified many of her

views since the first edition of her book was published. Many photographs and examples of forms of correspondence, etc.

Etiquette in Business. Marie L. Carney. New York: McGraw-Hill Book Company, Inc. 1948. 522 pp.

Divided into five sections, this book discusses business etiquette for the beginner, etiquette toward the public, employer-employee relations, business customs, and the social side of business. Correspondence, telephone etiquette, proper forms of speech are all discussed. Etiquette is approached from the point of view not only of the employee but also of the boss.

Etiquette in Canada. Gertrude Pringle. Rev. ed. Toronto: McClelland and Stewart Limited. 1949. 360 pp.

"The blue book of Canadian social usage," this approaches the same problems as in the American publications from the Canadian point of view, reflecting differences in customs and usages and tackling such problems as are peculiarly Canadian, such as the problems involved with titles of nobility. A useful section is a dictionary of foreign phrases and their meanings.

Everyday Etiquette. Amy Vanderbilt. New York: Garden City Books. 1956. 255 pp.

A series of questions frequently received by the author on problems of etiquette with her answers. A good index makes needed information simple to find.

Everywoman's Complete Guide to Homemaking [16·220] contains considerable information on questions of etiquette, particularly in relation to entertaining.

Facts of Life and Love for Teen-agers [16·400], though primarily designed as a guide to sex education, also contains much information about contemporary etiquette in dating and social relations among teen-agers.

Flowers and Table Settings [16·171] includes data on the proper ways of setting tables for formal entertaining.

Good Housekeeping's Complete Wedding Guide. Elizabeth Stewart Weston, ed. Gar-

den City, N.Y.: Hanover House. 1957. 255 pp.

Answers to questions pertaining to the etiquette and formal practices connected with engagements and weddings.

Guide Book for the Young Man about Town. Norton Hughes Jonathan. Philadelphia: John C. Winston Company. 1948. 239 pp.

A guide to good manners for the high-school boy, discussing proper behavior in dating, school activities, and all types of social situations, both formal and informal. Many amusing illustrations.

Manners Made Easy. Mary Beery. Rev. ed. New York: McGraw-Hill Book Company, Inc. 1954. 319 pp.

A guide to etiquette for the teen-agers of both sexes, discussing all types of problems of etiquette and social relations, including grooming, conversation, social correspondence, and formal and informal social occasions. A bibliography and a list of visual aids useful to the teacher.

Vogue's Book of Etiquette. Millicent Fenwick. New York: Simon and Schuster, Inc. 1948. 672 pp.

The most comprehensive guide available to both general practices and minute details of formal etiquette as practiced in the U.S., divided into sections according to general topics, such as weddings and other ceremonies, and then further subdivided into appropriate subdivisions. Examples are given in profusion wherever needed to make points clear; in addition, diagrams and other illustrations are included to clarify data. No index but the table of contents serves to make most information easy to locate.

Wedding Etiquette Complete. Marguerite Bentley. Philadelphia: John C. Winston Company. 1947. 383 pp.

An exhaustive guide to the preparation for and conducting of all types of weddings, formal and informal, as well as the various entertaining that precedes and follows weddings, with data on costs. 12 useful charts.

Etymology. SEE 7·2 (Origins of Words and Phrases). SEE ALSO Language.

Eugenics. SEE Genetics.

16·157

Evolution

The Histomap of Evolution. John B. Sparks. Chicago: Rand McNally & Company. 1932.

An elongated wall chart that makes it possible to study in a comparative fashion the

development of all types of life since earliest times. Varicolored elements representing different life forms run in parallel fashion.

Exceptional Child. SEE Handicapped, The.

Exploration. SEE History; Voyages and Travels.

Exports. SEE Trade and Commerce.

Fabrics. SEE Synthetic Substances; Textiles.

16·158

Fairy Tales

SEE ALSO Children's Literature; Folklore; Literature; Mythology.

Index to Fairy Tales. Mary H. Eastman. 2d ed. Boston: F. W. Faxon Co., Inc. 1926. 610 pp. Supplement I: 1937; 566 pp. Supplement II: 1952; 370 pp.

The basic volume analyzes about 500 differ-

ent collections of fairy tales found in many libraries, indexing by titles of stories, with cross references from variant titles. Stories indexed include not only standard fairy tales but also tales from Greek and Norse mythology. The supplements index further collections published between 1926 and 1951.

Family Trees. SEE Genealogy.

Farming. SEE Agriculture.

16·159

Farm Machinery and Equipment

SEE ALSO Agriculture; Mechanical Engineering.

Farmer's Shop Book [16·139] contains extensive data on various farm machinery and equipment, automotive and otherwise, and its care and repair.

Machines for the Farm, Ranch, and Planta-

tion. Arthur W. Turner and Elmer J. Johnson. New York: McGraw-Hill Book Company, Inc. 1948. 793 pp.

A comprehensive survey of the principal kinds of machinery found on all types of American farms, their various uses, maintenance, and repair.

Fashion. SEE Beauty Care; Cosmetics; Dress; Jewels and Jewelry.

Fauna. SEE Animal Life.

Feasts and Festivals. SEE Holidays and Anniversaries; Religion.

Fellowships. SEE Scholarships and Fellowships.

16·160

Ferns

SEE ALSO Plant Life.

Ferns of the Northwest. Theodore C. Frye. Portland, Ore.: Binfords & Mort Publishers. 1935. 182 pp.

An illustrated, rather technical field guide to the ferns of the Pacific Northwest.

A Field Guide to the Ferns. Boughton Cobb. Boston: Houghton Mifflin Company. 1956. 281 pp.

A new addition to the Houghton Mifflin "Field Guide Series," this gives basic data with illustrations on all the species of ferns of

northeastern and central North America and allied plants. Also a section on ferns of the

British Isles and western Europe. Descriptions are adapted for quick identification.

16·161 Fertilizers

SEE ALSO Agriculture; Chemistry and Chemical Engineering; Gardening.

Commercial Fertilizers. Gilbert H. Collings. 5th ed. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1955. 617 pp.

A comprehensive survey in chapter form of the various types of commercial fertilizers in use in the U.S. Well indexed and an extensive bibliography.

Festivals. SEE Holidays and Anniversaries.

16·162 Fiction

SEE ALSO Drama; Literature; Short Stories; Writing.

American Fiction: An Historical and Critical Survey. Arthur Hobson Quinn. New York: Appleton-Century-Crofts, Inc. 1936. 805 pp.

A detailed chronological account of the development of American fiction in both the novel and the short story from about 1770 to the date of publication.

Bibliography of the Sequence Novel. Elizabeth M. Carr. Minneapolis: University of Minnesota Press. 1950. 130 pp.

A classified listing of sequence novels, that is, novels in a series covering chronologically the development of one character or group of characters, arranged in four language classifications: British-American, Romance, Teutonic, and Slavic, with emphasis on works in English. Works published through 1948 are included as well as some planned for later publication.

The Checklist of Fantastic Literature. Everett F. Bleiler, ed. Chicago: Shasta Publishers. 1948. 455 pp.

"A bibliography of fantasy, weird, and science fiction books published in the English language," the work lists by authors and by titles some 5000 different works, both old and recent, published in the U.S., Canada, Great Britain, and Australia. Also a bibliography of critical works in the field.

Explanatory and Pronouncing Dictionary of the Noted Names of Fiction. William A. Wheeler. 22d ed. Boston: Houghton Mifflin Company. 1893. 440 pp.

A locating and pronouncing guide to fictional characters, limited, of course, to fiction of the nineteenth century and earlier.

Fiction Catalog [9·3] provides in its various editions and cumulative annual supplements author, title, and subject indexes to (since the first edition in 1942) probably more than 10,000 different titles of standard fiction, Westerns, mysteries, thrillers, collections of short stories, and stories for young people, with annotations. The subject index is unique, with each listing being indexed under at least three and up to ten different subject headings.

Guide to Historical Fiction. Ernest A. Baker and James Packman. New York: The Macmillan Company. 1914. 566 pp.

A listing, chronological by country, of some 5000 different works, mostly novels, that portray historical events, both accurately and inaccurately. Each listing is accompanied by notes describing the scene and general plot, with names of historical characters. General index by author, title, historical characters, places, historical events, and other subjects.

Guide to the Best Fiction, English and American. Ernest A. Baker and James Packman. 3d ed. New York: The Macmillan Company. 1932. 634 pp.

A listing of several thousand selected works of fiction in English, including some translations into English, arranged alphabetically by titles, with descriptive annotations. Detailed general index of authors, titles, characters, allusions, and other subjects.

Guide to the Best Historical Novels. Jonathan Nield. 5th ed. New York: The Macmillan Company. 1929. 424 pp.

A listing of historical novels arranged chronologically according to the period in which their scene is laid, largely of works in English, but some translations into English are also included. Briefly annotated. Index of authors, titles, and various subjects.

Heroes and Heroines of Fiction. William S. Walsh. Philadelphia: J. B. Lippincott Company. 1914-1915. 2 vols.

"Famous characters and famous names in novels, romances, poems, and dramas, classified, analyzed, criticized." Vol. 1 deals with characters in classical and legendary fiction up through the Middle Ages; Vol. 2, since the Middle Ages.

History of the English Novel. Ernest A. Baker. New York: Barnes & Noble, Inc. 1924-1939. 10 vols.

Perhaps the most comprehensive treatment of the subject available. Chronological arrangement, with particularly heavy emphasis on the late eighteenth and the nineteenth centuries, ending with the early twentieth century.

Masterplots. Frank N. Magill. New York: Salem Press, Inc. 1949-1952. 4 vols.

Issued in two series, the four volumes of this work list 1010 different novels, plays, major poems, and short-story collections, giving the author, publisher, date of publication, names of principal characters, and summary of the plot and action. Master cumulative index to the work. Publication of annual supplements covering about 100 each of new and current works of literature was begun in 1954.

16·163

Filing

SEE ALSO Indexing; Secretarial Science.

Facts, Files and Action [9·3] devotes its second volume to a detailed discussion of methods of office filing and indexing. Though British in its overtones, much of its information is fully applicable to American methods.

How to File and Index. B. M. Weeks. New York: The Ronald Press Company. 1951. 306 pp.

A guide for office workers, teachers, and business students to methods of filing. It discusses various types of file subject headings, use of cross references, preparation of an index for a subject file, and how to alphabetize. The types of filing needed in different kinds of business offices are analyzed, and equipment, personnel, and problems are discussed.

Films. SEE Audio-visual Education; Motion Pictures; Photography.

Finance. SEE Banks and Banking; Business and Finance; Economics; Investments.

16·164

Finches

SEE ALSO Birds; Pets.

Finches. Ian Harman. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 112 pp.

A complete guide to the finch family and the care of finches as pets. Numerous illustrations in black and white and color.

Fine Arts. SEE Art and the Arts.

16·165

First Aid

SEE ALSO Medicine; Nursing.

The Complete Book of First Aid. John Henderson. Boston: Little, Brown & Company. 1956. 341 pp.

A layman's guide to first aid, including a basic discussion of human anatomy and physiology. Different sections cover such aspects

of first aid as poisoning, emergency obstetrics, home nursing, fractures, and bruises. A final section is devoted to first aid and civil defense.

First Aid Textbook. American National Red Cross. Rev. ed. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1945. 254 pp.

The official textbook of the Red Cross on first aid designed to teach methods of handling specific injuries of the more common variety. 264 useful illustrations. A 47-page "Civil Defense Supplement," recognized as the official guide to the handling of atomic-bomb casualties, was published in 1951.

First Aid Textbook for Juniors. American National Red Cross. 2d ed. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1953. 145 pp.

The Red Cross textbook for teaching first aid to students of from twelve to fourteen

years of age. The new addition includes an appendix on safety education, giving statistical and other data on safety at home, in traffic, and in sports. The first aid instructions are rather elementary.

Handbook of American Mountaineering [16·289] contains data on first aid in cases of mountain-climbing accidents, frostbite, and other difficulties likely to be encountered by the mountaineer.

"Today" [6·2] includes a section on elementary first aid.

16·166

First Facts

SEE ALSO Dates; History; Inventions; Records.

Most general encyclopedia articles on subjects in which a "first" is a relevant fact include such data as a matter of course. Publications such as the *World Almanac* [6·2] also specialize in this type of information in such fields as sports, exploration, transportation, communications, and the like.

Dictionary of American History [16·216p] contains a number of tables of "firsts" in the various states under such headings as newspapers. This same sort of data can be located in *Compton's Pictured Encyclopedia* [5·2] in the tables of state histories that accompany each entry on the various states. Similar information also appears in the introductory sections to the various volumes of the "American Guide Series" [15·4].

The Encyclopedia of American Facts and Dates [16·127] presents many "firsts" in American history in all fields, most of which can be readily located through the index.

Encyclopedia of Medical Sources [14·4] indicates the dates and the inventor, discoverer,

or innovator of medical discoveries, inventions, and new processes and methods. Entered under the names of persons, a subject index makes it possible to locate specific facts.

Famous First Facts. Joseph N. Kane. Rev. and enl. ed. New York: The H. W. Wilson Company. 1950. 888 pp.

One of the most useful of reference books, this lists the dates and circumstances of "firsts" in a wide variety of fields, covering several thousand different subjects listed alphabetically. Geographical and chronological indexes.

More First Facts. Joseph N. Kane. New York: The H. W. Wilson Company. 1935. 599 pp.

A sequel to the previously cited volume, arranged in much the same fashion. In addition to the two indexes, there is a third index to this volume and the first edition of the other work by days of the month.

Origin of Medical Terms [16·275] provides data on the "firsts" in many aspects of medicine. Entries are under terms and personal names associated with medical terms.

16·167

Fish

SEE ALSO Animal Life; Fisheries; Fishing; Marine Biology; Shells.

Most general encyclopedias have good coverage of the more common varieties of fish. Both *World Book Encyclopedia* and *Compton's Pictured Encyclopedia* [both 5·1] have excellent illustrations in black and white and in color accompanying their

entries on fish. For the less common varieties, the adult encyclopedias have more comprehensive coverage with *Encyclopedia Americana*, *Collier's Encyclopedia*, and *American Peoples Encyclopedia* [all 5·1] being fairly equal in the extent and detail of the information they carry on the subject. The U.S. Fish and Wildlife Service

has prepared a number of useful publications on fish, as have some of the state agencies in this field. See Chapter 11 for guides to obtaining such publications.

American Food and Game Fishes. David Starr Jordan and W. Evermann Barton. New York: Doubleday & Company, Inc. 1902. 573 pp.

Though old, this work remains one of the best and most authoritative guides to North American fish as far as basic zoological data are concerned. Much of its information on habitats is naturally rather dated.

Book of Fishes. John Oliver La Gorce, ed. Rev. and enl. ed. Washington, D.C.: National Geographic Society. 1952. 339 pp.

A guide to 236 species of salt- and fresh-water fish of North America, primarily useful for its illustrations. 159 pages of full-color photographs or paintings of fish and 67 other color and 170 black-and-white illustrations. The text is arranged in chapter form.

Common Ocean Fishes of the California Coast. Phil M. Roedel. Sacramento, Calif.: California Department of Fish and Game. 1953. 184 pp.

A field guide to the salt-water fish of the Pacific Coast.

The Fisherman's Handbook [16·169] devotes a section to descriptions of fish in

general and to common fresh-water and salt-water American fish in particular. Descriptions of specific fish are arranged alphabetically, with 44 fresh-water and 38 salt-water fish listed. Glossary of fish terms and answers to common questions about fish and their habits.

Fishes, Amphibians and Reptiles. Charles Greeley Abbott, ed. New York: Series Publishers, Inc. 1949. 383 pp.

The first part of this book is devoted to fish in general, their physical characteristics, their habitats, and their habits. Data on individual species can be located through the index. Fine illustrations, in black and white and color. Vol. 8 of the "Smithsonian Series."

North American Game Fishes. Francesca LaMonte. New York: Doubleday & Company, Inc. 1945. 202 pp.

A comprehensive field-guide type of publication, with many illustrations.

Treasury of New Zealand Fishes. David H. Graham. Wellington, New Zealand: A. H. & A. W. Reed, Ltd. 1953. 404 pp.

A "Compleat Angler" for the New Zealand fisherman, it contains identifying and descriptive data on most varieties of fish found in New Zealand's streams and along its coasts. 155 illustrations.

16·168 Fisheries

SEE ALSO Business and Finance; Fish; Marine Biology; Natural Resources.

Fishery Resources of the United States. Lionel A. Walford, ed. Washington, D.C.: Public Affairs Press. 1947. 134 pp.

A presentation of historical and statistical data arranged by areas and types, with many tables and graphs. Well indexed.

16·169 Fishing

SEE ALSO Boats and Boating; Fish; Skin Diving; Sports.

State fish and wildlife services and various state-maintained tourist information agencies are often the best sources of up-to-date information on fishing conditions in specific localities, though some of their publications naturally tend to be over-optimistic.

The Angler's Almanac. Robert C. McCormick. New York: Harper & Brothers. 1955. 304 pp.

"Where, when, and how to fish in North America around the year," this book covers both fresh- and salt-water fishing of all types. Organized in month-by-month order, it describes the fishing situation in six regions: New England and eastern Canada, the Middle Atlantic states, the South including the Ba-

hamas, the Middle West and central Canada, the Pacific Northwest, and the Southwest and Mexico. Data include feeding and spawning habits of various game fish and information on accommodations for fishermen in popular areas. Descriptions with drawings of 24 common game fish are included.

The Angler's Handbook. Ted Trueblood. New York: Thomas Y. Crowell Company. 1949. 434 pp.

Comprehensive data on how to fish, primarily for game fish. About 120 diagrams and 23 charts and tables.

Collier's World Atlas and Gazetteer [15·2] includes a supplement to its 1956 edition that presents fishing data for all the U.S., Mexico, Alaska, Hawaii, Puerto Rico, and Canada.

Complete Book of Fresh and Salt Water Spinning. Eugene Burns. New York: A. S. Barnes and Company (paperbound edition, New York: Dell Publishing Co., Inc.). 1955. 256 pp.

Instructions on developing skill in the use of the rod and reel, with complete data on live and artificial baits. Seven color plates.

Complete Guide to Spinning Tackle. George V. Thommen. New York: Crown Publishers, Inc. 1954. 72 pp.

A good catalogue of fishing equipment.

The Conservation Yearbook [16·109] contains information on new developments in fishing and fishing regulations as they pertain to wildlife conservation.

The Fisherman's Handbook. Oxford, Ohio: Fisherman Press, Inc. 1954—

Scheduled as an annual, this publication of more than 500 pages is probably the most comprehensive reference book available on the sport. Its contents include descriptions of fish in general and of 82 different common American varieties, data on natural baits, and data on where to fish, including lists of famous fishing spots; fresh-water and salt-water fishing charts by states, Canada, and Mexico; 25 city fishing directories; and a guide to fishing in national forests and parks. Section on fish-

ing methods, with a glossary, and section on tackle, with a glossary and addresses of manufacturers. Boats, motors, and boat trailers are described, with glossaries and directories of manufacturers. Bibliography of outdoor books and periodicals, lists of world fishing records, detailed data on fishing licenses, and information on weather as regards fishing. No index but an extensive table of contents.

Fresh Water Fishing. Arthur H. Carhart. New York: A. S. Barnes and Company (paperbound edition, New York: Dell Publishing Co., Inc.). 1948. 320 pp.

Written in chapter form, this book devotes most of its contents to a discussion of tackle, baits and lures, and fishing techniques. Some descriptive data on common game fish. Well indexed for reference.

Guide to Best Fishing. Robert Page Lincoln. New York: Crown Publishers, Inc. 1948. 320 pp.

A guide to the best fishing spots and areas in the U.S. and Canada, with considerable data on how to get there and where to stay when you arrive.

Matching the Hatch. Ernest G. Schwiebert, Jr. New York: The Macmillan Company. 1955. 221 pp.

A study of the different types of artificial lures used in all parts of the U.S., primarily for catching trout. Information is correlated with the appearance of different types of real insects by localities and dates, with the recommended dressings of artificial lures given in tabular form. Insects described include May flies, stone flies, caddises, crane flies, and midges, more than 100 species in all. Some 120 illustrations in color and 41 black-and-white drawings.

Skin Diver's and Spearfisherman's Guide [16·408] gives data on fishing on both coasts and in some fresh-water areas of the U.S.

Sportsmen's Pictorial Encyclopedia of Guns, Hunting and Fishing [16·225] devotes most of one volume to game fish, fishing tackle and equipment, and fishing methods.

16·170

Flags

SEE ALSO Government; Signs and Symbols.

While each of the major general encyclopedias carries extensive text material

and color illustrations under the heading of flags, *Compton's Pictured Encyclopedia [5·1]* is undoubtedly the most compre-

hensive single source in this category on the subject, including both illustrations and text descriptions of almost all important flags in current use and in past history, as well as data on flag etiquette. *Encyclopaedia Britannica* [5·1] contains a number of illustrations of ancient flags not found elsewhere.

The Book of Flags. Gordon Campbell and I. O. Evans. 2d ed. New York: Oxford University Press. 1954. 116 pp.

Descriptions and histories of the current flags of all nations and services with illustrations in black and white and in 15 color plates.

Flag of the United States. James A. Moss. 3d ed. Washington, D.C.: U.S. Flag Association. 1941. 272 pp.

The full history of the American flag, with a discussion of its symbolism. Illustrated.

Flags, Funnels and Hull Colours. Colin Stewart. New York: John de Graff, Inc. 1953. 80 pp.

A picture book giving the house flags, a brief description of their origins, and the funnel and hull colors of shipping lines of Great Britain, the U.S., and the Commonwealth countries, with 309 matching color plates. In color are also given the national flags and maritime ensigns of major countries; the flags, funnels, and hull colors of 134 Euro-

pean, Asiatic, and South American shipping lines. Black-and-white illustrations for 30 other lines.

Flags of All Nations. Cleveland H. Smith and Gertrude R. Taylor. New York: Thomas Y. Crowell Company. 1946. 152 pp.

Each flag is illustrated in color, with a brief accompanying description and history.

Flags of the World. Byron McCandless and Gilbert H. Grosvenor. Washington, D.C.: National Geographic Society. 1917. 139 pp.

This work is now badly out of date but still useful for data on flags of World War I times. Numerous color and black-and-white illustrations accompanying the descriptive text.

Flags of the World. H. Gresham Carr, ed. Rev. ed.: New York: Frederick Warne & Co., Inc. 1956. 296 pp.

A description of both current and historic flags with many data on their origins and histories. The chapter on U.S. flags includes flags of the states. About 300 color plates and 200 line drawings.

Handbook for Boys [16·62] is one of the most useful and detailed sources on U.S. flag etiquette.

State Names, Flags, Seals, Songs, Birds, Flowers, and Other Symbols [15·4] describes, illustrates, and gives the history of each flag of each of the states of the U.S.

Flora. SEE Plant Life.

16·171

Flower Arrangement

SEE ALSO Flowers; Gardening.

Flowers and Table Settings. Julia S. Berrall. New York: Thomas Y. Crowell Company. 1951. 96 pp.

A guide to interior floral arrangements, especially for dinner tables, primarily in pic-

tures. 118 illustrations, including eight color pages.

Landscape Flower Arrangements. Naida Gilmore Hayes. New York: Thomas Y. Crowell Company. 1953. 96 pp.

A guide to the use of dried materials in floral arrangements, with 70 illustrations.

16·172

Flowers

SEE ALSO Bulbs; Flower Arrangement; Gardening; Plant Life; Roses.

Though most of the general encyclopedias have separate entries on the major

common varieties of flowers and many have extensive color plates illustrating their entries on flowers, you will probably find *Collier's Encyclopedia* the most useful for

entries on specific species. Many of its entries on flowers are illustrated with especially fine photographs.

American Wild Flowers. Harold N. Moldenke. Princeton, N.J.: D. Van Nostrand Company, Inc. 1949. 453 pp.

Descriptions of more than 2000 varieties of American wild flowers found in all regions of the U.S. 88 plates of illustrations in color and 67 in black and white.

The Book of Wild Flowers. William Joseph Showalter and others. Washington, D.C.: National Geographic Society. 1933. 243 pp.

An "introduction to the ways of plant life," with descriptions of about 250 species, profusely illustrated in color and black and white. Special chapters on state flowers and on familiar grasses.

Field Book of American Wild Flowers. Ferdinand S. Matthews and Norman Taylor. 4th ed., rev. New York: G. P. Putnam's Sons. 1954. 601 pp.

An illustrated manual describing virtually all types of wild flowers found in the U.S., with data on their habitats, life cycles, and the insects associated with their fertilization.

Florist Crop Production and Marketing. Kenneth Post. New York: Orange Judd Publishing Company, Inc. 1952. 891 pp.

A comprehensive discussion in chapter form, well illustrated, of the techniques and problems of commercial floristry. Much special information on the growth of particular varieties of flowers and a good bibliography.

The Flower Grower's Handbook. Roy Genders. Hollywood-by-the-Sea, Fla.: Transatlantic Arts Press. 1957. 248 pp.

A guide to the growing and marketing of outdoor flowers.

Flowers and Flowering Plants. Raymond J. Pool. 2d ed. New York: McGraw-Hill Book Company, Inc. 1941. 428 pp.

Organized by families, this work describes and illustrates most common and many not so common garden flowers, with considerable information on how to raise them successfully. Well indexed.

Handbook of Northwest Flowering Plants. Helen Gilkey. 2d ed. Portland, Ore.: Binfords & Mort Publishers. 1951. 422 pp.

A field guide to both domestic and wild flowers found in the Pacific Northwest, well illustrated.

How to Know the Wild Flowers. Alfred Stefferud. New York: Henry Holt and Company, Inc. (paperbound edition, New York: New American Library of World Literature). 1950. 144 pp.

An illustrated descriptive guide to the identification of common species of wild flowers in the U.S., with data on their times of blooming.

More Common Wild Flowers. John Hutchinson. Baltimore: Penguin Books, Inc. 1948. 265 pp.

A field guide with photographs, drawings, and brief descriptions of the common wild flowers, primarily those found in the British Isles.

Uncommon Wild Flowers. John Hutchinson. Baltimore: Penguin Books, Inc. 1950. 254 pp.

A companion volume to the above, this work describes 611 different flowering plants, limited primarily to the British Isles and the European Continent. Most descriptions are accompanied by drawings. Botanical glossary.

Wildflowers: How to Know and Enjoy Them. Samuel H. Gottscho. New York: Dodd, Mead & Company, Inc. (paperbound edition, New York: Pocket Books, Inc.). 1951. 192 pp.

A field guide to about 250 common wild flowers, arranged by the seasons of their flowering and within these groups by the basic colors of their blossoms, thus permitting quick identification of different varieties. With each description there is an illustration, of which 103 are in color and 170 in black and white.

Wild Flowers of America. H. W. Rickett. New York: Crown Publishers, Inc. 1953. 432 pp.

A collection of descriptions and detailed data on about 400 common and uncommon wild flowers found in Canada and the U.S., each illustrated in full color. Glossary that constitutes a guide to identification of specific varieties.

16·173

Folklore

SEE ALSO Ballads; Ethnology; Fairy Tales; Folk Music; Literature; Nursery Rhymes; Mythology; Superstitions.

American Folk Song and Folk Lore [16·174] contains in its bibliographical listings, arranged regionally, lists of works dealing with American folklore.

A Bibliography of North American Folklore and Folksong. Charles Haywood. New York: Greenberg: Publisher, Inc. 1951. 1292 pp.

A comprehensive guide to sources of information on the folklore of all peoples living in North America north of Mexico, including folk music of all kinds, divided into two sections: one, all non-Indian folklore, including that of the Negro and other ethnic minority groups; the other, the American Indians. These sections are further classified regionally, and most listings are annotated. Author-subject index.

Book of Days [16·127] contains many data on folklore in its discussions of the holidays and festivals connected with specific days of the calendar.

A Book of Welsh Names [16·296b] lists in an appendix the gods and heroes of the Welsh, with some notes on Welsh folklore.

Brewer's Dictionary of Phrase and Fable [7·2] includes under such headings as names of persons, real and imaginary, and popular sayings much information related to folklore, primarily British.

Curiosities of Popular Customs [16·155] treats the folklore connected with religion, superstition, and unusual rites and customs of primitive peoples.

Funk & Wagnalls Standard Dictionary of Folklore, Mythology, and Legend. Maria Leach, ed. New York: Funk & Wagnalls Company. 1949-1950. 2 vols.

A highly authoritative compilation with the aid of many experts of several thousand entries, arranged alphabetically, on every aspect of folklore. Subject headings include general discussions of the folklore of specific countries or ethnic groups; characters in folklore; names of legends, myths, folk tales, and folk songs; customs, rites, and ceremonies; religious holidays; gods and goddesses in every religion;

and the arts in folklore. Major articles carry selected bibliographies.

Guide to American Folklore. Levette J. Davidson. Denver, Colo.: Alan Swallow, Publisher. 1951. 132 pp.

A classified bibliography with some annotations.

The History of Magic [16·263] discusses folklore connected with magic and various rites and ceremonies connected with the occult.

Index to Fairy Tales [16·158] includes in its listings sources of fables, tales from Greek and Norse mythology, and various legendary hero stories.

The Lost Language of Symbolism [16·405] relates folklore to the origins of many symbols, words, names, and legends.

Motif-Index of Folk-Literature. Stith Thompson. 2d ed., rev. and enl. Bloomington, Ind.: University of Indiana Press. 1955- . 6 vols.

A greatly revised and expanded edition of a work originally published in 1932-1936. This constitutes a classification of narrative elements in folk tales, ballads, myths, fables, medieval romances, fabliaux, jest books, and local legends. Motifs are classified, described, and assigned to various literatures with sources quoted for references or examples given. A detailed index will appear in the final volume.

Mythology of All Races [16·295] frequently creeps over the fuzzy border between mythology and folklore in its detailed description of the religious beliefs of ancient and not-so-ancient peoples, both primitive and civilized. Eighteen major groups are discussed in the 12 main volumes of the work, all well indexed in Vol. 13.

Reed's Concise Maori Dictionary [7·3] includes information on Maori customs and legends in the course of defining words and a collection of Maori proverbs and sayings.

Religions, Mythologies, Folklores: An Annotated Bibliography [16·379] lists sources of material on the folklore of many different peoples.

A Treasury of American Folklore. B. A. Botkin, ed. New York: Crown Publishers, Inc. 1951. 932 pp.

A collection of some 500 folk stories and more than 100 folk songs, with words and music, from all parts of the U.S.

A Treasury of Irish Folklore. Padraic Colum. New York: Crown Publishers, Inc. 1954. 620 pp.

More than 500 folk tales, ballads, etc., with about 50 folk songs.

A Treasury of Jewish Folklore. Nathan Ausubel, ed. New York: Crown Publishers, Inc. 1948. 741 pp.

A collection of some 750 stories, legends, and anecdotes, plus some 75 songs and music, all translated into English where necessary.

A Treasury of Mexican Folkways. Frances Toor. New York: Crown Publishers, Inc. 1947. 566 pp.

A description of the Mexican way of life as shown through customs, myths, traditions, legends, holidays, dances, and songs. Some 100 songs, with music and words in English and Spanish, and many illustrations.

A Treasury of New England Folklore. B. A. Botkin, ed. New York: Crown Publishers, Inc. 1947. 934 pp.

A collection of about 800 stories and some 50 songs.

A Treasury of Railroad Folklore. B. A. Botkin and Alvin F. Harlow, eds. New York: Crown Publishers, Inc. 1953. 544 pp.

A collection of stories, legends, ballads, and songs with music connected with American railroading.

A Treasury of Southern Folklore. B. A. Botkin, ed. New York: Crown Publishers, Inc. 1949. 776 pp.

Stories, legends, anecdotes illustrating folk customs, and about 75 songs with music from the Southeastern U.S.

A Treasury of Western Folklore. B. A. Botkin, ed. New York: Crown Publishers, Inc. 1951. 832 pp.

Stories, legends, anecdotes, and words with music, both past and recent, from the Western U.S.

Weather Lore. Richard Inwards. 4th ed. New York: John Francis Rider, Publisher, Inc. 1950. 252 pp.

A collection of proverbs, maxims, legends, poems, and other quotations taken from literature, folklore, and legend concerning the weather and all its manifestations. Fun to read and useful for reference.

Witchcraft Today [16·263] discusses folklore in relation to the occult.

16·174

Folk Music

SEE ALSO Dance and Dancing; Music.

American Folk Song and Folk Lore. Alan Lomax and Sidney R. Cowell. New York: Progressive Education Association. 1942. 59 pp.

A brief listing, classified by regions, of sources of U.S. folk music and folk stories.

A Bibliography for the Study of American Folk Songs. Mellinger Edward Henry. London: Mitre Press. 1937. 142 pp.

A listing of books dealing with American folk music, with a list of titles of songs and of folk music from other countries sung in America.

Bibliography of Latin American Folk Music. Gilbert Chase. Washington, D.C.: Library of Congress. 1942. 141 pp.

A catalogue of folk songs and folk music, arranged by titles under their countries of origin. Author index.

A Bibliography of North American Folklore and Folksong [16·173] lists works dealing with both sheet and recorded folk music, all of which can be located through the index.

Check-list of Recorded Songs in the English Language. Library of Congress, Division of Music. Washington, D.C.: The Library. 1942. 3 vols.

An alphabetical list with a geographical index of all recorded songs in English held in the Archive of the American Folk Song received prior to July, 1940.

Dances of England and France from 1450 to 1600 and Dances of Spain and Italy [both 16·126] include the music of the dances described, many of which are folk songs.

Folksongs on Records. Ben Gray Lumpkin. Issue No. 3. Denver, Colo.: Alan Swallow, Publisher. 1950. 98 pp.

A catalogue of recorded folk songs, consisting of the principal items listed in two

previous issues and new recordings appearing since that time.

International Catalogue of Recorded Folk Music. Norman Fraser, ed. New York: Oxford University Press. 1954. 276 pp.

Published for UNESCO and the International Folk Music Council, this work lists records available to the public either for sale or held in open libraries (with information on how to borrow or listen to the latter). Comprehensive but selected list of recordings of "authentic" folk music¹¹ performed by traditional singers and instrumentalists.

Serbo-Croatian Folk Songs. Béla Bartók and Albert B. Lord. New York: Columbia University Press. 1951. 431 pp.

A collection of Yugoslav folk songs made personally by Béla Bartók, with introductory descriptive material.

A Treasury of American Folklore, A Treasury of Irish Folklore, A Treasury of Jewish

Folklore, A Treasury of Mexican Folkways, A Treasury of New England Folklore, A Treasury of Railroad Folklore, A Treasury of Southern Folklore, and A Treasury of Western Folklore [all 16·173] contain the words and music of from 50 to more than 100 folk songs of the peoples or regions each volume covers.

A Treasury of Slovak Folk Songs. Leonhard Deutsch, ed. New York: Crown Publishers, Inc. 1950. 127 pp.

A collection of about 100 songs with music and words in Slovakian and English.

A Treasury of the World's Finest Folk Song. Leonhard Deutsch, ed. New York: Crown Publishers, Inc. 1942. 430 pp.

A collection of the words and music of several hundred selected folk songs from many countries, primarily limited to Europe and North and South America.

16·175

Food

SEE ALSO Agriculture; Alcoholic Beverages; Cooking; Etiquette; Food Preservation; Fruits and Fruit Growing; Herbs; Nutrition; Vegetables; Vitamins; Wines.

Chemistry and Technology of Food and Food Products. Morris Jacobs, ed. 2d rev. ed. New York: Interscience Publishers, Inc. 1951. 3 vols.

A highly technical but exceedingly comprehensive description of the chemical composition of types and kinds of foods, their processing, and their digestion, with extensive introductory matter.

Chemistry of Food and Nutrition. Henry C. Sherman. 8th ed. New York: The Macmillan Company. 1952. 721 pp.

A rather technical treatise on the chemical elements of food and on the nutritive values of different foods. Extensive bibliography.

Encyclopedia of Chemical Technology [16·88] contains many entries on basic foods and their chemical elements as well as technological articles on food processing.

Encyclopedia of Food. Artemus Ward. Gloucester, Mass.: Peter Smith. 1941. 2 vols.

Vol. 1 consists of perhaps 2000 entries, alphabetically arranged, on different foods of

all types and food, culinary, and bill-of-fare terms. Also a dictionary of food in six languages. Vol. 2 consists of illustrations.

Food and Life. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1939. 1165 pp.

The first of the Department of Agriculture yearbooks on specific subjects, this is divided into two parts: human nutrition and animal nutrition. In each section there are 30 to 40 separate articles on the general aspects of nutrition. In the second part there are articles on the feeding of various types of farm animals. Extensive bibliography of source materials and detailed index.

Foods America Gave the World. A. Hyatt Verrill. Boston: L. C. Page & Company. 1937. 289 pp.

Introductory matter is followed by alphabetical entries on the various foods originally indigenous to North and South America. Bibliography and index.

Master Dictionary of Food and Cookery. Henry Smith. New York: Philosophical Library, Inc. 1952. 263 pp.

A compilation of several hundred alphabetically arranged entries on all types of basic foods, including herbs and condiments, as well as on a large number of prepared dishes.

Strange Customs, Manners, and Beliefs [16·155] contains a chapter devoted to primitive customs regarding foods and eating.

Tables of Food Values. Alice Bradley. Rev. ed. Peoria, Ill.: Chas. A. Bennett Company, Inc. 1956. 232 pp.

A discussion of the various nutritional elements in food, with tables of food values according to vitamins, minerals, calories, and

other properties. The arrangement facilitates use of the book in working out diets.

The Wise Encyclopedia of Cookery. New York: Wm. H. Wise & Co., Inc. 1954. 1329 pp.

A comprehensive encyclopedic handbook of foods and beverages, with entries arranged alphabetically, covering foods and their nature and nutritive qualities, purchase, storage, preparation, and service.

16·176

Food Preservation

SEE ALSO Chemistry and Chemical Engineering; Cooking; Food; Nutrition; Refrigeration.

The Canned Food Reference Manual. American Can Company. 3d ed. New York: The Company. 1949. 638 pp.

Organized in chapter form covering basic methods and the steps of the process of canning foods, both at home and commercially. An appendix includes lists of foods commercially canned, the chemical composition of canned-food products, the chemical composition of unseasoned canned foods, the vitamin contents of canned foods, and many

other data. Also nutritional data on home-canned foods and an extensive bibliography.

Commercial Fruit and Vegetable Products [16·7] contains information on the preservation of food by canning and other methods.

Encyclopedia of Chemical Technology [16·88] includes a large number of entries on all types of food-preservation processes.

Handbook of Food and Agriculture [16·7] includes sections on the storage of raw food products, food processing, preservation, spoilage, packaging, and waste disposal, with tabular data, illustrations, and other useful reference information.

16·177

Football

SEE ALSO Rugby; Soccer; Sports.

Do You Know Your Football? L. H. Baker. New York: A. S. Barnes and Company. 1946. 99 pp.

A brief guide to the rules of football, now somewhat dated.

Football: Facts and Figures. L. H. Baker. New York: Rinehart & Company, Inc. 1945. 732 pp.

A comprehensive collection of all kinds of data on football, including its history, rules, and records. A supplement covering the years 1945-1947 was published in 1948.

Handy Illustrated Guide to Football. Sam Nisenson. New York: Permabooks, Inc. 1949. 191 pp.

Primarily a how-to-play-the-game book, with many diagrams and other illustrations.

Official National Football League Football Encyclopedia. Roger Treat, ed. New York: A. S. Barnes and Company. 1952. 389 pp.

A complete encyclopedia of professional football in the U.S., including histories of teams and organizations; listings of coaches, players, and teams; data on all-star games; statistical information of all kinds, with all-time rosters and scores. Appendix of college teams and their players.

Official NCAA Coaches-Officials Football Handbook. National Collegiate Athletic Association. Forest Hills, N.Y.: The Association.

A triennial publication of normally more than 250 pages, it gives the history of college football, lists and describes the different conferences, and lists schedules, records, and current rules.

Foreign Affairs. SEE Current History; History; International Relations; Political Science; United Nations.

Foreign Commerce. SEE Trade and Commerce.

16·178

Foreign Exchange

SEE ALSO Banks and Banking; Trade and Commerce; Travel and Tourism.

Most major metropolitan newspapers list the current rate of exchange of foreign currencies daily on their financial pages. Nearly complete listings appear in *The New York Times* and the *Wall Street Journal*. In Europe, you will find a complete list of current exchange rates in the Paris edition of the *New York Herald-Tribune*. Nearly all encyclopedia annuals listed in 6·1 include an entry under the title "Foreign Exchange" that lists average exchange rates during the year covered. By working through a series of annuals, you can trace the fluctuations of currencies through a period of years.

Key to Europe [16·447] carries a section on currency exchange, with current rates of exchange at the time of publication.

Money Converter and Tipping Guide. C. Vomacka. New York: Dover Publications.

An annually revised pocket publication for the tourist, recent editions contain tables of conversion from foreign currency to dollars and back again for 21 European currencies. Pictures of foreign coins, metric tables, and guides to proper tipping customs in the countries covered.

Newman's European Travel Guide [15·3] contains a useful guide to currency conversion in various European countries.

Richard Joseph's World Wide Money Converter and Tipping Guide. New York: Doubleday & Company, Inc.

An annually revised guide to the current foreign-exchange rates from dollars to foreign currencies and back again for most countries to which American tourists travel. Also information on local tipping customs.

World Weights and Measures [16·468] contains tables of national currencies with their retrospective values in dollars and tables of different national currencies arranged by countries.

Foreign Information Services. SEE 12·4 and 13·2.

Foreign Languages. SEE Language. SEE ALSO 7·2 (Foreign-language Dictionaries), 5·3 (Foreign-language Encyclopedias).

Foreign Missions. SEE Missions.

Foreign Service. SEE Diplomatic Service.

16·179

Forests and Forestry

SEE ALSO Agriculture; Conservation; Fruits and Fruit Growing; Gardening; National Parks, Forests, and Monuments; Trees and Shrubs; Wood.

Forest Resources Handbook. Washington, D.C.: American Forest Products Industries, Inc.

A loose-leaf publication, its size and contents fluctuate as new material is added and old material deleted for subscribers. In general it contains statistical and other data on a national, regional, and state basis on forestry. It also covers the wood pulp and paper industry.

The Forestry Directory. American Tree Association. Washington, D.C.: The Association. 1924—

A frequently revised publication containing detailed information on all phases of forestry, forest conservation, schools, organizations, commercial forestry, the U.S. Forest Service, etc. Canadian forestry is also covered.

Forestry Handbook. Reginald D. Forbes and Arthur B. Meyer, eds. New York: The Ronald Press Company. 1955. 1200 pp.

Prepared under the auspices of the Society of American Foresters, this book gives the facts, techniques, and working methods of practical forestry and silviculture, with tables of basic reference data and converting factors. 770 illustrations.

Our National Forests [16·297] contains up-to-date information on forest conservation in the U.S.

A World Geography of Forest Resources. Stephen Haden-Guest and others. New York: The Ronald Press Company. 1956. 754 pp.

Sponsored by the American Geographical Society, this publication surveys the world's forests and their products. Each chief forest region of the world is described and illustrated with maps. Forest conservation is treated in detail. Comprehensive bibliography.

Forms of Address. SEE Address, Forms of.

Formulas. SEE Recipes and Formulas.

Fortune Telling. SEE Astrology; Games and Recreation.

16·180

Fossils

SEE ALSO Dinosaurs; Geology.

Animals of the Past. Frederic A. Lucas. New York: American Museum of Natural History. 1929. 221 pp.

A descriptive guide to prehistoric animals of all types, with pictures of fossils.

Bibliography of Fossil Vertebrates. Charles L. Camp and others. New York: Geological Society of America. 1940-1949. 3 vols.

A comprehensive listing of publications in the field, arranged alphabetically by authors with indexes by subjects and systems. Vol. 1

covers publications appearing during the years 1928-1933; Vol. 2, the years 1934-1938; Vol. 3, the years 1939-1943. These volumes supplement the two previous volumes of Hay's *Bibliography and Catalogue of the Fossil Vertebrata of North America* (1902-1930).

Index Fossils of North America. Hervey W. Shimer and Robert R. Shrock. New York: John Wiley & Sons, Inc. 1944. 837 pp.

An illustrated cataloguing of fossils of all types discovered in the U.S. and Canada, prepared under the auspices of the Massachusetts Institute of Technology.

16·181

Foundations

SEE ALSO Education; Organizations; Philanthropy.

Articles on leading foundations appear in the *World Book Encyclopedia* [5·1] with addresses being given in the "Organizations" section of Vol. 19. Data on current activities of major foundations appear in most of the encyclopedia annuals listed in 6·1. The *World Almanac* [6·2] also gives data on major foundations in a special section.

American Foundations and Their Fields. Wilmer Shields Rich, ed. 7th ed. New York: American Foundations Information Service. 1955. 744 pp.

The most comprehensive reference guide available to foundations of all sizes and types, giving their basic histories, the amount of money they control, and their activities. Addresses and names of officials, trustees, and donors are given wherever available. The publishers also prepare a supplement called *American Foundations News Service*, pub-

lished eight times a year and fully indexed. It lists important foundation grants, changes in policies, facts about new foundations having funds of more than \$1,000,000, government rulings affecting foundations, and changes in foundation personnel and officials.

American Foundations for Social Welfare. Shelby M. Harrison and F. Emerson Andres. New York: Russell Sage Foundation. 1946. 249 pp.

In two parts, Part I of this work deals with the history of foundations in the U.S., the various types, their methods and fields of operation. Part II consists of a directory of 505 foundations, with a geographical listing and a directory by fields of chief interest. Annotated bibliography.

Corporation Giving [16·328] treats in part corporation philanthropy through foundations and includes a sample foundation charter.

Handbook on International Study [16·103] lists foundations whose activities are related to foreign study.

Fowl. SEE Birds; Ducks and Geese; Pets; Pheasants; Pigeons; Poultry.

16·182

Fraternities and Sororities

SEE ALSO Colleges and Universities; Organizations.

Baird's Manual of American College Fraternities. William R. Baird. 15th ed. Menasha, Wis.: George Banta Publishing Company. 1949. 966 pp.

The most comprehensive guide to American collegiate fraternities and sororities, a new edition of this standard work was due in 1956. Profraternity in its tone, it describes fraternities and their functions, giving a 20-page list of famous men in the U.S. and Canada who have been fraternity members. It describes the National Interfraternity Conference and gives its constitution, alphabeti-

cally lists the various social and professional fraternities and other honorary societies giving data on their histories and membership, also lists inactive societies of the past, and includes a directory, by school, of fraternities and societies at U.S. and Canadian universities, colleges, and professional schools. Well indexed.

Fraternity-Sorority Directory. St. Paul, Minn.: Leland Publishers.

An annual publication of more than 50 pages listing fraternities and sororities at most colleges and universities in the U.S. and including basic statistical data on the organizations and their memberships.

Freemasonry. SEE Masonry.

16·183

Fruits and Fruit Growing

SEE ALSO Agriculture; Plant Life; Trees and Shrubs.

Cyclopedia of Hardy Fruits. Ulysses P. Hedrick. 2d ed., enl. New York: The Macmillan Company. 1938. 402 pp.

Entries describe the various fruits grown in the U.S., the trees or other plants on which they grow, history of horticulture in this country, and data on cultivation of fruits.

Dictionary of Gardening [16·188] gives considerably more data than might be expected on horticulture, primarily from a British point of view. Major species of fruits are listed and described, with information on their cultivation.

Encyclopedia of Fruits, Berries and Nuts and

How to Grow Them. Albert E. Wilkinson. New York: New Home Library. 1945. 271 pp.

An alphabetical listing by plant with descriptions and a guide to proper cultivation.

Taylor's Encyclopedia of Gardening [16·188] carries descriptive data on most fruits and nuts raised in the U.S., as well as many raised abroad, with some production data and extensive information on cultivation.

Tropical and Subtropical Fruits. B. E. Dahlgren. Chicago: Chicago Natural History Museum. 1947. 72 pp.

An illustrated guide to the major species of warm-climate fruits, with 68 illustrations in all.

16·184

Fuels

SEE ALSO Coal; Heating and Ventilating; Petroleum and Natural Gas.

Fuels and Combustion Handbook. Allen J. Johnson and George H. Auth, eds. New York: McGraw-Hill Book Company, Inc. 1951. 915 pp.

A comprehensive study of the characteristics and uses of all types of solid, liquid, and gaseous fuels, arranged in chapter form. Also information on furnace design, chimney design, and use of boilers.

Fund Raising. SEE Bazaars; Organizational Management.

16·185

Fungi

SEE ALSO Mosses; Mushrooms; Plant Life.

A Dictionary of the Fungi. Geoffrey C. Ainsworth and Guy R. Bisby. 4th ed. Kew, Surrey, England: Commonwealth Mycological Institute. 1954. 475 pp.

An alphabetically arranged series of entries on related terms, families, species, etc., of all kinds of fungi. Common and scientific names are given, and a full description of each plant listed. Appendix of fungi arranged by genera, class, order, and family and a key to families

of fungi. Major fungi are illustrated by drawings. The new edition incorporates changes based on the 1950 International Code of Botanical Nomenclature.

A Glossary of Mycology. Walter H. Snell and Esther A. Dick. Cambridge, Mass.: Harvard University Press. 1957. 202 pp.

Definitions of about 7000 terms used in mycology and related fields. Photos and diagrams.

16·186

Furniture

SEE ALSO Antiques; Handicrafts; Home Management; Interior Decoration; Manufacturing; Paints and Varnishes.

Book of Furniture and Decoration [16·233] gives considerable data on furniture, both new and antique, in its discussion of interior decoration.

Connaissance des styles [16·22] provides pictorial clues to the identification of different styles and periods of furniture.

Decorative Art [16·233], a periodical publication, includes illustrated data on new designs in furniture.

Directory of Antique Furniture [16·22] classifies European and American older furniture designs by styles, periods, and makers. Heavily illustrated.

Encyclopedia of Furniture. Joseph Aronson. Rev. ed. New York: Crown Publishers, Inc. 1952. 202 pp.

A compilation of entries on furniture types, styles, periods, and terms, arranged for quick reference with 1115 photographs.

Furniture Collectors' Glossary. Luke Lockwood. New York: The Walpole Society. 1913. 55 pp.

A dictionary of the terms used in cabinet-making, with some illustrations.

Furniture Treasury. Wallace Nutting. Framingham, Mass.: Old American Company. 1923-1933. 3 vols.

Primarily a picture history of American furniture, hardware, and other household fittings, with some items of foreign manufacture. Vols. 1 and 2 include about 5000 illus-

trations, indexed in Vol. 2. Vol. 3 lists designers, catalogues details of design, lists American clockmakers, and gives a glossary of furniture terms. Vols. 1 and 2 were reissued in 1948 by The Macmillan Company of New York.

List of Books on Furniture with Descriptive Notes. Grand Rapids, Mich.: Public Library. 1927. 143 pp.

An annotated bibliography of furniture.

London Furniture Makers 1660-1840 [14·4] is valuable for its listings of cabinetmakers and notes on what they made as well as for its extensive illustrations, with histories of the pieces depicted.

Mastai's Classified Directory of American Art and Antique Dealers [16·27] lists dealers in antique furniture in the U.S. by states and cities as well as repairers and restorers of furniture.

New Furniture. Gerd Hatje, ed. New York: Wittenborn, Wittenborn, Schultz, Inc. 1952- .

Planned as an annual publication, the 1953 issue failed to appear, but publication was resumed in 1954. Written in English, French, and German, it describes in an average of about 160 pages new furniture designs in the U.S. and Europe with extensive illustrations.

A Short Dictionary of Furniture. John Gloag. New York: The Studio Publications, Inc. 1955. 565 pp.

A dictionary of 1764 terms dealing with furniture and other home accessories as they have been used in the U.S. and in England since the Norman Conquest. Terms of fabrics

and other materials are included as well as strictly cabinetmaking terms. More than 600 illustrations. Prefatory parts include a description of furniture and a basic analysis of furniture design. Appendixes include a short

list of furniture makers in Britain and America, a list of books and periodicals dealing with furniture, and tables outlining types of furniture, materials employed, craftsmen involved, and influences on style and design.

Gambling. SEE Card Games; Games and Recreations; Horse Racing.

16·187

Games and Recreations

SEE ALSO Birthdays; Bridge; Card Games; Checkers; Chess; Circus; Contests; Dance and Dancing; Do-It-Yourself; Gardening; Hobbies; Magic; Sports; Theater; Travel and Tourism.

Encyclopaedia Britannica [5·1] is an especially useful source of data on games, particularly old or obsolete European games. *World Book Encyclopedia* [5·1] has a lengthy article on "Games for Children," with a description of many of the most common ones. *Oxford Junior Encyclopedia* [5·1] includes in its "Recreations" volume articles on virtually every type of game.

The Complete Book of Games and Stunts. Darwin A. Hindman. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1956. 711 pp.

A guide to the play or carrying out of more than 2000 indoor and outdoor games and stunts. Some 100 diagrams.

The Dictionary of Games. J. B. Pick. New York: Philosophical Library, Inc. 1952. 318 pp.

A well-written guide to how to play 458 outdoor, indoor, covered-court, and gymnasium games.

Encyclopedia of Puzzles and Pastimes. Clark Kinnaird, ed. New York: Grosset & Dunlap, Inc. 1946. 431 pp.

A collection of directions on how to play several hundred different parlor and party games for groups, couples, and individuals.

The Family Book of Games and Sports. Helen Joseph. Chicago: Popular Mechanics Press. 1954. 256 pp.

A collection of rules for playing a variety of group games, including card and board games, divided into five sections: outdoor sports for children, indoor sports for children,

outdoor sports for adults, indoor sports and games for adults, ideas for indoor and outdoor parties. Both new and resurrected games are added to the more standard pastimes.

Foster's Complete Hoyle. Robert F. Foster. Rev. ed. Philadelphia: J. B. Lippincott Company. 1946. 697 pp.

An updated version of Hoyle's rules for card games, giving the rules for 278 different games in systematic order.

A Guide for Games. David Cyril Johnson. New York: Philosophical Library, Inc. 1957. 302 pp.

Basic information on about 1000 individual and group games suitable for children and young people aged eight to eighteen. Many illustrations.

Hoyle's Complete and Authoritative Book of Games. Edmund Hoyle. New York: Blue Ribbon Books, Inc. 1940. 460 pp.

Another version of Hoyle, giving the rules for more than 200 games.

The New Complete Hoyle. Albert H. Morehead, Richard L. Frey, and Geoffrey Mott-Smith. New rev. ed. New York: Garden City Books. 1956. 766 pp.

This "encyclopedia of rules, procedure, manners, and strategy of games played with cards, dice, counters, boards, words, and numbers" has been brought up to date to include the rules of canasta, samba, bolivia, and scrabble.

Pocket Book of Games. Albert H. Morehead. New York: Pocket Books, Inc. 1944. 308 pp.

The rules for about 150 card, dice, word, party, board, and gambling games. Indexed.

The Program Encyclopedia [16·351] contains many ideas for group games of all types.

16·188

Gardening

SEE ALSO Agriculture; Botany; Fertilizers; Insects; Plant Life.

Art Index [8·5] includes articles on landscape gardening and architecture in its listings from periodicals.

Black's Gardening Dictionary. E. T. Ellis, ed. 2d ed. London: A. & C. Black, Ltd. 1928. 1237 pp.

A compilation of several thousand gardening terms defined and described from the British point of view.

Complete Book of Gardening. W. W. Goodpasture, ed. New York: Rinehart & Company, Inc. (paperbound edition, New York: Dell Publishing Co., Inc.). 1954. 512 pp.

Arranged in chapter form and heavily illustrated, this work emphasizes detailed and specific instructions for the amateur gardener on how to grow lawns, vegetables, roses, evergreens, annuals, hardy bulbs, and perennials. Sections on insect control, various gardening hobbies, and landscape gardening. Well indexed.

The Complete Garden Handbook. Marion J. Simon and others. Princeton, N.J.: D. Van Nostrand Company, Inc. 1950. 440 pp.

A guide to a wide variety of gardening topics and problems, arranged for quick reference.

Dictionary of Gardening. Fred J. Chittenden. 2d ed. Oxford: Clarendon Press. 1956. 5 vols.

Prepared under the auspices of the Royal Horticultural Society, it lists species of fruit, flowers, and other garden plants with both scientific data and instructions on how to grow them, primarily from the British viewpoint. The 1956 edition lists new plant species and other material on gardening.

The Farmer's and Farm Student's Handbook [16·7] contains considerable information on utilitarian gardening from the British viewpoint, including a section on insect control.

The Gardener's Bug Book [16·230] is one of the most useful of guides for the gardener in his unceasing war against insects.

The Garden Book. *Better Homes and Gardens.* 2d ed. Des Moines, Iowa: Meredith Publishing Company. 1954. 480 pp.

Primarily a picture guide to gardening with more than 1000 drawings and photographs, many in full color. Also specific instructions on gardening, lawn care, planting, and landscaping. The book is in loose-leaf form, divided into 20 tabbed sections, allowing the reader to take out a section for reference while gardening.

Gardening in the South and West. Mrs. Gross R. Scruggs and Margaret Ann Scruggs, eds. Rev. and enl. ed. New York: Doubleday & Company, Inc. 1947. 297 pp.

Sponsored by the Texas Federation of Garden Clubs, this book emphasizes the problems of gardening in the arid climate of the Southwestern U.S., treating special soil, water, and wind conditions. How to cultivate plants specially indigenous to the area is discussed in detail. Entries on trees, shrubs, perennials, flowers, and vines in alphabetical order. Many tables, detailed index, bibliography, and many illustrations, including garden plans.

Greenhouse Gardening for Everyone. Ernest Chabot. New York: M. Barrows & Company, Inc. 1946. 266 pp.

General instructions followed by detailed instructions on specific plants. Many photographs and good index.

Handy Book of Gardening. Albert E. Wilkinson and Victor A. Tiedjens. New York: Permabooks, Inc. 1950. 246 pp.

General instructions on a wide variety of gardening topics, arranged for quick reference.

Herbs: How to Grow Them and How to Use Them [16·213] contains detailed instructions on laying out, planning, and maintaining an herb garden.

The Home Garden Book of Herbs and Spices [16·213] contains much the same type of information.

Hortus Second [16·333], one of the most useful guides to North American plants, also contains much information on raising garden plants and definitions of gardening terms.

House and Garden's New Complete Book of Gardens. New York: Simon and Schuster, Inc. 1955. 320 pp.

One of the handsomest of garden books, this guide prepared by the editors of *House*

and *Garden* carries more than 800 black-and-white photographs and garden plans, plus 96 pages of illustrations in full color. The text and captions constitute a guide to the laying out of gardens of all types, including vegetable and rock gardens; the selection of plants; the use of various materials and equipment. Sections on greenhouse and indoor gardening and flower arranging. Thoroughly indexed and a complete garden calendar.

Housekeeping Made Easy [16·220] contains some basic information on gardening.

How to Grow Rare Greenhouse Plants. Ernest Chabot. New York: M. Barrows & Company, Inc. 1952. 182 pp.

Instructions on how to grow some 260 flowering greenhouse plants, arranged alphabetically by plant name. Some general introductory material. Photographs illustrate the work.

Miniature Gardens. Anne Asberry. Princeton, N.J.: D. Van Nostrand Company, Inc. 1953. 120 pp.

A guide to designing, building, and caring for a miniature garden, listing various miniature plants, such as roses, daffodils, irises, and violets. Useful line drawings and many photographs. Suppliers of needed equipment and plants are given in a directory.

The New Garden Encyclopedia. Edward L. D. Seymour. Rev. ed. New York: Wm. H. Wise & Co., Inc. 1951. 1380 pp.

A detailed guide to every phase of gardening, with a special emphasis on small home gardens. More than 250 photographs and some 500 helpful diagrams.

Pacific Coast Gardening Guide. Norvell Gillespie. New York: Doubleday & Company, Inc. 1949. 306 pp.

In chapter form, this book outlines the special facts about and problems of gardening in the Pacific coastal area, discussing soils, watering, garden planning, annuals and perennials, bulbs, and lawns. Especially detailed data on roses, begonias, rhododendrons, fuchsias, camellias, azaleas, lilies, and subtropical plants. Greenhouses, rock gardens, and water gardens are also listed. Extra data include a bibliography, a list of seed catalogues and garden magazines, and a directory of plant societies.

Plants Indoors. Mary Noble and J. L. Merkel. Princeton, N.J.: D. Van Nostrand Company, Inc. 1954. 128 pp.

A guide to indoor gardening, covering the selection, care, and use in decoration of plants that grow well indoors. Many illustrations.

Practical Gardening. Olive Mason Gunnison. New York: Doubleday & Company, Inc. 1955. 384 pp.

Written from two points of view: simple and specific data for the beginning gardener and information on new equipment and materials for the more experienced gardeners. 82 how-to-do-it drawings, with an index and an appendix of various useful gardening data.

Sanders' Encyclopaedia of Gardening. Thomas W. Sanders and Arthur G. L. Hellyer. Rev. ed. Hollywood-by-the-Sea, Fla.: Transatlantic Arts Press. 1957. 1152 pp.

A British import, this book represents a combination in one volume of three works. Contents include an "Encyclopaedia of Plant Portraits" and an "Encyclopaedia of Garden Work and Terms." Also a dictionary of cultivated plants of all types and many technical data on gardening. Heavily illustrated.

The Southern Garden Book. Louise and Donald Hastings. New York: Doubleday & Company, Inc. 1948. 291 pp.

Another of Doubleday's regional gardening guides, this work covers gardening in the U.S. from Maryland south along the Atlantic, south of the Ohio River and west to Texas and Oklahoma, discussing soil, garden planning, and water problems; how to maintain lawns and trees; the various types of common garden plants and how to cultivate them; and insect control. Plant lists, planting tables, index, and many black-and-white illustrations.

Southwest Gardening. Rosalie Doolittle and Harriet Tiedebohl. Albuquerque, N.M.: The University of New Mexico Press. 1952. 268 pp.

A guide to gardening in the semidesert conditions of the American Southwest, especially Arizona and New Mexico. Many plants easy to cultivate in this area are listed and described. A planting calendar for the region and many color and black-and-white illustrations.

Sunset Seasonal Garden Guide and Record Book. Menlo Park, Calif.: Lane Publishing Co. 1955.

A garden calendar telling what to plant and what gardening chores to undertake on a month-by-month basis for the different and

widely varying climates of the Pacific coastal states. Zoned blooming calendars, many plant lists, and a record section for the individual gardener to keep.

Sunset Western Garden Book. Menlo Park, Calif.: Lane Publishing Co. 1954. 384 pp.

A comprehensive guide to gardening in the Pacific coastal states, especially useful for its classified descriptions of more than 3000 plants that grow in the area, arranged in "encyclopedias" by types. In addition, the most frequently grown flowers and shrubs are described in great detail, with data on their cultivation. Also sections on garden care, planning, and engineering; how to grow vegetable gardens; and indoor gardening. Zone calendars and a detailed index conclude the work.

Taylor's Encyclopedia of Gardening, Horticulture, and Landscape Design. Norman Taylor, ed. 2d ed., rev. and enl. Boston: Houghton Mifflin Company. 1948. 1225 pp.

An especially comprehensive and practical guide to all types of gardening in the U.S. Articles on virtually every plant grown in

indoor or outdoor gardens, with both popular and scientific names and full data on planting and cultivation; useful entries on insecticides, landscape gardening, and fruit growing; and a wide variety of other major and minor subjects. Entries on the states include data on growing seasons. There are entries on national gardening and horticultural societies. A new revision of this work was scheduled for 1957.

Taylor's Garden Guide. Norman Taylor. Princeton, N.J.: D. Van Nostrand Company, Inc. 1957. 509 pp.

Contents are six short books published by the same author 1953-1955: *The Permanent Garden*; *The Ever-blooming Garden*; *Color in the Garden*; *Fragrance in the Garden*; *Herbs in the Garden*; *Fruit in the Garden*. Bibliography.

Vegetable Encyclopedia and Gardener's Guide [16·455] gives full data on the planting and cultivation of all types of garden vegetables, including herbs. General information on kitchen-garden cultivation and glossary of gardening terms.

Gas, Natural. SEE Petroleum and Natural Gas.

Gastronomy. SEE Cooking.

Geese. SEE Ducks and Geese.

Gems. SEE Jewels and Jewelry; Mineralogy; Mining and Quarrying.

16·189

Genealogy

SEE ALSO Heraldry.

Almanach de Gotha [14·4] was in its time perhaps the best source for tracing the family lineages of European royalty and nobility. It has now been superseded by *Ein Genealogisches Handbuch des Adels [14·4]*.

American and English Genealogies in the Library of Congress [14·3] provides the most complete listing of U.S. family histories published up to 1919 as well as of many British genealogies.

American Genealogical-Biographical Index [14·2] provides a continuously revised bibliography of American genealogical publications, with the locations of many uncommon sources indicated.

American Genealogist [14·3] lists many family histories published prior to 1900.

Burke's Genealogical and Heraldic History of the Landed Gentry, Burke's Genealogical and Heraldic History of the Landed Gentry of Ireland, and Burke's Genealogical and Heraldic History of the Peerage, Baronetage, and Knightage [all 14·4] trace the family histories of the noted families of the British Isles.

Cambridge Modern History [16·216d] in Vol. 13 gives genealogical tables for most of the ruling families of Europe.

The Complete Peerage [14·4] traces the lineage of all the members of Britain's House of Lords from its beginnings to the present.

Debrett's Peerage [14·4] gives somewhat less detailed information on the origins of Britain's noble families.

Guide to the Records in the National Archives [11·1] is of great use to the American

genealogist in tracing the many records that confirm military service and other personal data concerning Americans of the past.

Index to American Genealogies [14·3] is a comprehensive guide to genealogies and genealogical materials, such as local histories, published prior to about 1900.

Searching for Your Ancestors. Gilbert H. Doane. Rev. ed. Minneapolis: University of Minnesota Press. 1948. 176 pp.

Primarily a how-to-do-it guide to amateur genealogy, this work describes the various source materials available and how to use them. The appendix includes various classified bibliographies, such as general genealogical

sources, state sources, sources of early state records, a table of availability of census records, and a bibliography of Revolutionary War records. Indexed.

White's Conspectus of American Biography [14·3], because it places together all the well-known members of any family, is an especially useful source for tracing family trees.

World Nobility and Peerage [14·4] traces the lineage of a large but selected group of noble families, primarily of western Europe. One section lists "Distinguished American Families of Established Lineage," the basis of whose selection is on cursory examination, at least, difficult to determine.

16·190 Genetics

SEE ALSO Biochemistry; Biology; Science.

Dictionary of Genetics. Robert L. Knight. Waltham, Mass.: Chronica Botanica. 1948. 183 pp.

Brief definitions of about 2500 terms of genetics, including cytology, animal breeding, and evolution.

16·191 Geography

SEE ALSO Geology; Map Making; National Park, Forest, and Monuments; Ports and Harbors. SEE ALSO Chapter 15 for sources on specific geographical places.

Annual Magazine Subject Index [8·4] during the years of its publication (1908-1949) indexed material on geography and exploration located in about 160 different periodicals, including some British and Canadian publications.

A Dictionary of Geography. W. G. Moore. Rev. and enl. ed. Baltimore: Penguin Books, Inc. 1952. 191 pp.

Brief definitions of several hundred terms used in physical geography, illustrated with a number of photos and diagrams.

Glossaries. Permanent Committee on Geographical Names for British Official Use. London: Royal Geographic Society. 1942-1945. 7 vols.

A collection of glossaries of words and symbols used on the maps of different countries, including Greece, Russia, Albania, Serbo-Croatia and Slovenia, Rumania, Thailand, and Turkey. A good guide to map reading.

Handbook of American Mountaineering [16·289] contains considerable data on the characteristics and make-up of mountains.

Reed's Tables of Distances. H. Whittingham and C. T. King. 11th ed. Sunderland, England: Thomas Reed & Company, Ltd. 1947. 192 pp.

A compilation of the distances between some 31,000 different ports and places in the world, fully indexed.

World Directory of Geographers [14·4] is a helpful guide to locating experts in geography because of its cross indexing of geographers by their specialties in subjects and areas.

16·192 Geology

SEE ALSO Caves; Crystallography; Dinosaurs; Engineering; Evolution; Fossils; Geography; Mineralogy; Nature Study; Petroleum and Natural Gas; Rocks; Science; Volcanoes.

Concise International Dictionary of Mechanics and Geology [16·273] translates English geological terms into French, German, and Spanish.

A Dictionary of Geology. G. N. Hims. Baltimore: Penguin Books, Inc. 1954. 1953 pp.

Brief definitions of more than 1000 geological terms and phrases.

Guide to Geologic Literature. Richard M. Pearl. New York: McGraw-Hill Book Company, Inc. 1951. 239 pp.

In three parts, this book first discusses the problems of geological literature, then gives some data on using it and on using libraries

in general, and finally lists several hundred different sources in groups classified by type. Indexed.

Handbook for Prospectors [16·281] discusses geology as it pertains to prospecting, handling the topic in a readable and fairly elementary fashion.

Shelled Creatures and Geologic History [16·402] treats geology in a general fashion, emphasizing oceanic geology.

Geometry. SEE Mathematics.

16·193

Gerontology and Geriatrics

SEE ALSO Medicine; Retirement.

A Classified Bibliography of Gerontology and Geriatrics. Nathan W. Shock. Stanford, Calif.: Stanford University Press. 1951. 599 pp.

An exhaustive bibliography of the field, citing more than 18,000 different items. The arrangement is by major divisions and by subdivisions of each major subject. Not only are the medical aspects of the field treated

but also the psychological, social, and economic aspects, covering literature in all languages. Author and subject indexed.

National Directory of Facilities for the Aging. F. A. Riley. San Antonio, Tex.: F. A. Riley & Company. 1956. 307 pp.

A classified guide to all types of facilities for the aged in the U.S., including special clinics, nursing homes, and residential homes. Frequently revised editions are planned.

16·194

Girl Scouts

SEE ALSO Organizations.

Brownie Scout Handbook. New York: Girl Scouts of America. 1951. 95 pp.

Designed for the novice scout, this booklet contains a history of the Girl Scout movement and outlines some elementary craft projects.

Girl Scout Handbook. New York: Girl Scouts of America. 1953. 510 pp.

A frequently revised handbook of all types of material needed to guide and train the Girl Scout, with many nature-study, hobby, and handicraft projects.

16·195

Glass and Glassware

SEE ALSO Antiques; Art and the Arts; Ceramics; Interior Decoration; Manufacturing.

American Glass. Helen McKearin and George S. McKearin. New York: Crown Publishers, Inc. 1950. 850 pp.

A comprehensive picture history of glassmaking in America, with more than 3000 photographs, line drawings, and diagrams showing examples of the art and details of designs.

Modern Fine Glass. Leloise Davis Skelly. New York: Garden City Books. 1942. 144 pp.

A list of superior glassmaking firms in Europe and the U.S., with their histories and comments on their products. Many good illustrations of glassware and an index.

Price Guide to Pattern Glass. Ruth Webb Lee. Rev. ed. New York: M. Barrows & Company, Inc. 1955. 331 pp.

A guide for the glassware collector, this work lists more than 7000 items in some 280 patterns of Early American pressed glass with its price at the time of publication. Each design is illustrated with a detailed drawing to aid in identification.

16·196

Goats

SEE ALSO Mammals; Pets.

The Book of the Goat. H. S. Holmes Pegler.
Fond du Lac, Wis.: All-Pets Books, Inc.
255 pp.

Comprehensive data on goat breeding and raising, describing in detail the various breeds of goats. 23 illustrations.

Goldfish. SEE Tropical Fish.

16·197

Golf

SEE ALSO Sports.

Golf Digest Annual. Howard Gill, ed. New York: *Golf Digest*. 1956-

Planned as an annual, this is a small (128 pages in the first issue) but fact-filled book, giving complete records of major championships, results of major golfing tournaments of the previous year, lists of golf books and movies, and a number of instructional articles

by famous golfers. Short section of biographical data on top professional golfers.

Sam Snead's Natural Golf. Tom Shehan, ed. New York: A. S. Barnes and Company (paperbound edition, New York: Dell Publishing Co., Inc.). 1953. 159 pp.

Basic instructions on how to play golf written in chapter form, with many illustrative diagrams, answers to questions, and detailed index.

Government, Municipal. SEE Municipalities and Municipal Government.

16·198

Government, State

SEE ALSO Banks and Banking; History (United States); Law; Legislation; Political Science; Public Utilities; Social Service; Taxation. SEE ALSO 11·2 (State and Local Governments), 15·4 (U.S. Geography).

All American general encyclopedias carry at least basic information on the governments of the states in their entries on the states. The various encyclopedia annuals listed in 6·1 carry some data on state governments, listing current budgets and major governmental changes. Current information can also be found in *The World Almanac* [6·2]. The forematter to the various volumes on the states in the "American Guide Series" [15·4] includes a section on the government of each state. The volumes in the "American Commonwealth Series" [15·4] are also notable.

Book of the States. Council of State Governments. Chicago: The Council. 1935-

Since its seventh edition, this standard reference work has appeared biennially in January of even-numbered years. One or two

supplements have appeared in the intervening years, primarily limited to a revised listing of state officials and legislators. Recent editions of the book are nearly 700 pages in length and give current data on each of the states concerning constitutional changes; administrative, legislative, and judiciary organization; intergovernmental relations; taxation; finance; schools and libraries; health and welfare; transportation; regulatory activities; conservation; and planning. Also rosters of state officials, by states and by functions, and directory of state legislators. Many data are in tabular or statistical form.

Sources of Information on State and Local Government [11·2] is a good bibliography in the field.

State Finances. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office. 1915-

Previously published as *Financial Statistics of States*, the present title was adopted in 1944. It appears usually annually, often in separately published parts. It covers state governmental finances both state by state and also in combined statistical tables.

16·199

Government, United States

SEE ALSO Air Force; Army; Atomic Energy; Civil Service; Congress, U.S.; Constitutions; Customs and Duties; Diplomatic Service; Documents; History (United States); International Organizations; International Relations; Law; Legislation; Marine Corps; Military Science and Affairs; National Parks, Forests, and Monuments; Naturalization and Citizenship; Navy; Political Parties; Political Science; Postal Service; Social Security; Social Services; Supreme Court; Taxation; Treaties; United Nations; Veterans' Affairs. SEE ALSO 11·1 (The Federal Government) and 15·4.

Nearly all the American general encyclopedias carry extensive entries on the U.S. government under that title. The largest encyclopedias, notably *Encyclopaedia Britannica*, *Encyclopedia Americana*, and *Collier's Encyclopedia* [all 5·1], carry the most detailed single entries on the subject. To a varying degree, most encyclopedias also carry separate entries on the various branches, departments, and agencies of the government. Probably *World Book Encyclopedia* and *American Peoples Encyclopedia* [both 5·1] carry the greatest number of these.

American National Government. Claudius O. Johnson. 4th ed. New York: Thomas Y. Crowell Company. 1955. 750 pp.

A good textbook-type description of the organization and workings of the Federal government, up to date and well organized for reference.

Essentials of American Government. Frederic A. Ogg and P. Orman Ray. 7th ed. New York: Appleton-Century-Crofts, Inc. 1952. 774 pp.

Another standard textbook of American government, excellent for study and reference purposes.

Handbook on Federal Grants-in-aid. American Parents Committee, Inc. New York: The Committee. 1953. 216 pp.

A study of Federal grants, where they are allocated, and how they can be obtained. The study is classified by fields: agriculture, education, health, housing, transportation and communications, and welfare.

How to Get It from the Government. Stacy V. Jones. New York: E. P. Dutton & Co., Inc. 1951. 104 pp.

A detailed, highly useful handbook on all types of government services, well organized for reference. Sections include guides to personal help, aid to employers, the government as a banker, the government as a realtor, government records, educational aids, household and agricultural help, recreational services, patents, trade-marks, copyrights, police services, special information services, contracts, and congressional services. The appendixes include lists of depository libraries, local Federal offices, and prices of popular government publications. Good index.

Official Congressional Directory [14·4] contributes a frequently revised outline of government organization and a directory of officials.

Official Register of the U.S. [14·4] gives an agency-by-agency list of principal administrative and supervisory officials in all branches of the Federal government.

United States Government Organization Manual. Washington, D.C.: Government Printing Office. 1935-

Usually published annually in a revised edition, this work gives the history, the chief officials, and the functions and activities of all current government departments, branches, and agencies. Histories of defunct agencies are included in an appendix along with many other useful data. Well indexed and an indispensable guide to the government.

16·200

Government, World

SEE ALSO Constitutions; Diplomatic Service; Documents; International Organizations; International Relations; Law; League of Nations; Legislation; Military Science and Affairs; Political Science; Taxation; Treaties; United Nations. SEE ALSO 12·4 (Foreign In-

formation Sources) and 15·5 for works describing the governments of specific countries.

All general encyclopedias describe the governments of the various countries of the world in their entries on those countries in

detail proportionate to the over-all scope of each encyclopedia. Thus, the larger encyclopedias tend to devote the most space to the subject. Basic data on various national governments will also be found in the *World Almanac* [6·2]. Important governmental changes are usually recorded in appropriate editions of the various encyclopedia yearbooks listed in 6·1.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] describe the governments of the various countries covered in the different volumes.

Contemporary Foreign Governments. Herman Beukema and others. 3d ed. New York: Rinehart & Company, Inc. 1953. 640 pp.

A comprehensive discussion of the origins, organizations, and functions of the major governments of the world, well arranged for reference purposes.

Deadline Data on Foreign Affairs [16·235] contains up-to-date data on the form and chief

officials of each national government in the world.

Modern Foreign Governments. Frederic A. Ogg and Harold Zink. New York: The Macmillan Company. 1949. 1004 pp.

A detailed discussion of contemporary foreign governments, emphasizing governmental structural types rather than particular governments, though there are many illustrative data on specific governments.

Political Handbook of the World [15·2] provides on an annual basis such basic data on almost all countries as chief officials, parliamentary structures, political parties, and recent political developments.

The Statesman's Year-Book [15·2] provides in annually updated form full basic data on the governmental structure of each country or dependency.

World Commerce and Governments [16·443] discusses governmental and political organization in the contemporary world as well as international organizations from the point of view of economics and trade.

Government Publications. SEE Chapters 11 and 12.

16·201

Grammar

SEE ALSO Address, Forms of; Correspondence; Language; Punctuation; Secretarial Science; Spelling; Writing. SEE ALSO Chapter 7.

Most abridged and unabridged dictionaries carry fairly detailed sections on English grammar as part of their forematter or as an appendix. Particularly useful sections of this type appear in the *American College Dictionary* [7·2], *Webster's New International Dictionary* [7·1], and *Webster's New Collegiate Dictionary* [7·2].

Complete Secretary's Handbook [16·397] carries a section on grammar for office use.

Concise Dictionary of American Grammar and Usage. Robert C. Whitford and James R. Foster. New York: Philosophical Library, Inc. 1955. 168 pp.

In a single alphabet appear definitions of words commonly misused or needing clarification for other reasons, with pronunciations and speech levels indicated. Also discussions in the same alphabet of various terms of grammar, syntax, and rhetoric.

Crowell's Dictionary of English Grammar. Maurice H. Wessen. New York: Thomas Y. Crowell Company. 1928. 703 pp.

A detailed discussion of all major and many minor points of grammar and syntax arranged in quick reference form. An updated version was planned in 1956 for publication in the near future.

Dictionary of American-English Usage. Margaret Nicholson. New York: Oxford University Press. 1957. 683 pp.

A modernization and Americanization of Fowler's *A Dictionary of Modern English Usage* (see below), this work consists in part of entries taken directly from the parent work with little or no changes. In addition, there are numerous entries that are new or have been considerably rewritten to conform with the altered point of view. The high standards and the basic system of organization of the parent work have been retained.

A Dictionary of Modern English Usage. Henry W. Fowler. Oxford: Clarendon Press. 1926. 751 pp.

Considered by many the primary authority on grammar and general usage of language, though primarily from the British point of view, this volume consists of entries arranged in alphabetical order. Discussions are liberally supported by quotations, and the over-all style makes the work pleasant to read as well as valuable for consultation and research.

A Handbook of Comparative Grammar. Richard E. Chandler and Alden R. Heffler. New York: American Book Company. 133 pp.

A guide to English grammar relating it to the grammar of Spanish, French, Portuguese, Italian, and German, with examples given in these languages and differences and similarities of grammar pointed out. The organization covers sentence structure and the various parts of speech. One appendix lists pronouns in various languages; another conjugates the verb "give" in the different languages. The work is helpful to the American student of foreign languages, the foreign student of English, and the student of grammar in general.

A Manual of Style [4·4] of the University of Chicago Press covers many points of grammar in its dicta for the editor and the writer.

The Office Encyclopedia [16·397] contains a section on "Office English," covering grammar, word usage, and writing style.

Reference Manual for Stenographers and Typists [16·397] covers major points of grammar for office workers' use, as well as business correspondence.

The Secretary's Handbook [16·397] contains much the same type of data.

Standard Handbook for Secretaries [16·397] includes basic data on grammar, punctuation, spelling, abbreviation, and business correspondence.

Standard Handbook of Prepositions, Conjunctions, Relative Pronouns and Adverbs [7·2] provides a useful guide to an important phase of idiom and usage.

Style Manual [4·4] of the Government Printing Office clarifies many points of grammar and usage.

Words into Type [4·4] devotes Part V to grammar for the writer, emphasizing sentence structure and the use of the various parts of speech. Part VI discusses wordiness, trite expressions, U.S. and British usage, prepositional use, and spelling. Glossary of grammatical terms.

Writer's Guide and Index to English [4·4] in both its parts (one on writing and one on language structure) emphasizes grammar and correct usage. Especially well organized for quick reference.

16·202

Graphic Arts

SEE ALSO Advertising; Art and the Arts; Color; Engraving; Magazines; Map Making; Newspapers; Packaging; Paper and Paper-making; Photography; Posters; Printing and Typography; Prints; Publishing; Writing.

Encyclopedia of Advertising [16·6] defines many terms in the graphic arts as related to advertising.

Graphis Annual. Walter Hardeg and Charles Rosner. New York: Hastings House, Publishers, Inc. 19-

A yearbook of international advertising art stressing the new and unusual, with a running commentary in English, French, and German. Recent editions exceed 200 pages in length and carry more than 750 illustrations, of which perhaps 10 per cent are in full color. Indexed.

Illustrated Technical Dictionary [16·432] includes definitions of graphic arts terms, primarily as related to production.

Index to Graphic Arts Periodical Literature [8·5] covered magazine articles in the field for the decade 1933-1943 before it ceased publication.

Industrial Arts Index [8·5] indexes articles in more than 200 different periodicals, many of them concerned with the graphic arts.

Kodak Graphic Arts Handbook [16·330] supplies basic information on photographic techniques needed by the graphic arts craftsman.

Modern Publicity. Frank A. Mercer, ed. New York: Thomas Y. Crowell Company. 1931-

An annual compilation of the best in "printed publicity" in the U.S. and abroad, including advertisements, posters, containers, letterheads, catalogues, etc. Recent editions include more than 800 examples printed in about 150 pages, with some 150 of the illustrations in full color.

Penrose Annual. R. B. Fishenden, ed. London: Percy Lund, Humphries Co., Ltd. 1895- .

An "International Review of the Graphic

Arts," published annually, recent editions include approximately 250 pages, with about 100 illustrative inserts in black and white and full color. About 50 technical articles on new graphic arts techniques developed recently and general articles on all phases of the graphic arts.

Printing Magazine Yearbook [16·348], another annual review in the graphic arts field, limits itself primarily to typography and to various printing, binding, and typesetting developments.

16·203 Grasses

SEE ALSO Agriculture; Plant Life.

Grass. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1948. 892 pp.

Another of the Department of Agriculture

Yearbooks, this volume contains comprehensive material on the cultivation and development of all types of grasses, including grain cereals, hays, and forage crops of all kinds. Many bibliographies and detailed index.

Guidebooks. SEE Travel and Tourism. SEE ALSO Chapter 15.

Guided Missiles. SEE Rockets and Guided Missiles.

16·204 Guns

SEE ALSO Manufacturing; Military Science and Affairs.

Early American Firearms. Robert Abels. Cleveland: The World Publishing Company. 1950. 63 pp.

An illustrated guide to principal collectors' items among antique American guns.

Famous Guns from Famous Collections. Hank Wieand Bowman. Greenwich, Conn.: Fawcett Publications. 1956. 144 pp.

A guide to early guns, with their histories. Locations of especially noted collectors' items are given.

The Gun Collector's Handbook of Values. Charles E. Chapel. 3d ed. New York: Coward-McCann, Inc. 1956. 398 pp.

A classified guide to antique and semi-modern firearms that enjoy the attention of gun collectors. In all, detailed descriptions with current market values are given for about 3000 different weapons. About a fifth are illustrated in 48 pages of plates. Classified by origin and period.

Gun Digest. John T. Amber, ed. Chicago: Gun Digest Company. 1946- .

An annual publication covering all phases of firearms for the hunter and for the collector in regular departments and in special features that vary from year to year.

Gun Trader's Guide. Paul Francis Wahl. Rev. 2d ed. New York: Greenberg: Publisher, Inc. 1957. 261 pp.

A guide to the collection of guns, listing comprehensively guns by types and models, with their current valuations.

The New Complete Book of Guns. Larry Koller. Indianapolis: The Bobbs-Merrill Company, Inc. 1955. 144 pp.

An illustrated guide to the most popular firearms, for both the collector and marksman.

The New Official Gun Book. Charles R. Jacobs, ed. 6th ed. New York: Crown Publishers, Inc. 1950- .

An annual publication, varying somewhat in contents but in most editions including a manufacturers' directory, with specifications and prices. Also varied miscellaneous data on guns, ammunition, and various shooting equipment, many articles on various aspects of hunting and gun collecting, and many illustrations. Recent editions run to about 225 pages.

NRA Book of Small Arms. W. H. B. Smith. Harrisburg, Pa.: Military Service Publishing Co. 1948. 2 vols.

Small Arms of the World. W. H. B. Smith. 5th ed., rev. Harrisburg, Pa.: Military Service Publishing Co. 1955. 768 pp.

A massive compilation of data on firearms, prepared under the auspices of the National Rifle Association. Vol. 1 treats pistols and revolvers, including in its 638 pages illustrated descriptions of hundreds of U.S. and foreign makes, current and past. Vol. 2 deals with rifles, military and sporting, of all countries, covering 546 pages.

Descriptions with detailed directions for loading and firing of all the standard small arms of all countries. About 900 illustrations.

Sportsmen's Pictorial Encyclopedia of Guns, Hunting and Fishing [16·225] contains detailed data on the various types of guns and their use and care used in target shooting and hunting.

16·205

Gymnastics

SEE ALSO Sports.

Gymnastics. New York: Amateur Athletic Union of the United States. 1953. 101 pp.

An official handbook giving the rules, records, and champions of amateur gymnastics and listing and describing the various amateur organizations in the sport.

Gynecology. SEE Medicine; Obstetrics.

Hairdressing. SEE Beauty Care; Cosmetics; Dress.

16·206

Hallmarks

SEE ALSO Silver.

Hall Marks on Gold and Silver Plate. William Chaffers. 10th ed., enl. London: Wm. Reeves, Booksellers, Ltd. 1922. 395 pp.

An illustrated index to the identification of hallmarks of English, Scottish, and Irish origin, with tables of annual date letters. Many illustrations and bibliography.

16·207

Hamsters

SEE ALSO Mammals; Pets.

Hamster Guide. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 64 pp.

An anthology of short articles on various aspects of the care and breeding of hamsters, especially as pets.

16·208

Handball

SEE ALSO Sports.

Official Handball Rules. New York: Amateur Athletic Union of the United States. 1949. 60 pp.

Rules and records of handball. The same information is also given for volleyball, codeball, and horseshoe pitching.

16·209

Handicapped, The

SEE ALSO Blindness; Education; Schools.

College and Private School Directory [16·103] contains classified lists of schools for the handicapped in the U.S. and Canada.

Directory for Exceptional Children. E. Nelson Hayes, ed. Boston: Porter Sargent, Publishers. 1954. 96 pp.

A listing of 425 private schools, 375 guidance clinics, 275 state schools, 60 national associations, 43 periodicals, and numerous state officials dealing with the training of mentally handicapped children. Listings of schools, tutoring services, and summer camps are by states, with descriptions of the services they offer and in many cases their fees. Pri-

vate schools and other institutions are also classified by the type of child they care for. Clinics are listed by states. Indexed.

New Hope for the Retarded. Morris P. Pollock and Miriam Pollock. Boston: Porter Sargent, Publishers. 1953. 192 pp.

A detailed program for the education and training of mentally handicapped children, useful to parents and to teachers. Many practical, concrete suggestions, including songs, games, plays, and party ideas.

Rehabilitation Literature 1950-1955. Earl C. Graham and Marjorie M. Mullen. New

York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1956. 573 pp.

"A bibliographic review of the medical care, education, welfare, and psychology of handicapped children and adults." More than 5200 books, magazine articles, and pamphlets are listed alphabetically, with detailed annotations.

The Sargent Guide to Summer Camps [16·75] lists summer camps offering special programs for handicapped and maladjusted children.

16·210

Handicrafts

SEE ALSO Antiques; Art and the Arts; Bazaars; Carpentry; Ceramics; Cooking; Cutlery; Design; Do-It-Yourself; Furniture; Glass and Glassware; Graphic Arts; Hobbies; Home Management; Jewels and Jewelry; Needlecraft; Pewter; Porcelain and Pottery; Quilts; Silver; Technology; Tools; Watches and Clocks; Welding; Wrought Iron.

The Art and Antique Restorers' Handbook. George Savage. New York: Philosophical Library, Inc. 1954. 140 pp.

"A dictionary of materials and processes used in the restoration and preservation of all kinds of works of art," useful to both the craftsman and the owner of works of art needing repairs or restoration. Arranged alphabetically.

Bear Cub Scout Book and the Handbook for Boys [both 16·62], the junior and senior Boy Scout handbooks, contain detailed directions of both a general and specific nature in the field of handicrafts.

Girl Scout Handbook [16·194] contains data on handicrafts of special interest to girls.

How-to-do-it Books [9·3] lists almost every current book in the field of handicrafts of a not too technical nature.

Index to Handicrafts [8·5] cites references to material on handicrafts of all kinds, especially workshop activities, appearing in books and periodicals since publication in the first edition in 1936. Emphasis lies on illustrated materials giving specific directions.

Thesaurus of the Arts [16·27] contains brief entries on many handicrafts, emphasizing those of an essentially artistic nature.

Where to Sell Handicrafts. Dorothy Glazer. Rev. ed. Boston: Charles T. Branford Company.

A directory of outlets for the products of skilled handicraftsmen.

Harbors. SEE Ports and Harbors.

Harness Racing. SEE Horse Racing.

Health. SEE Industrial Health and Medicine; Medicine; Nutrition; Public Health.

Hearing. SEE Acoustics.

16·211

Heating and Ventilating

SEE ALSO Air Conditioning; Building and Contracting; Fuels; Refrigeration; Solar Energy.

Handy Man's Plumbing and Heating Guide [16·335] includes directions for home repair

of heating devices with a glossary of terms and "how-to-do-it" pictures.

Heating and Ventilating's Engineering Data-book. Clifford Strock. New York: The Industrial Press. 1948. 570 pp.

Grouped in 11 sections, more than 175 separate subjects in the field of heating, ventilating, air conditioning, refrigeration, and plumbing are discussed in detail with full reference data. Mathematical tables, glossary of terminology, nearly 200 charts and illustrations, and a useful section on the law of contracts as it affects builders and contractors.

Heating, Ventilating, Air Conditioning Guide.

American Society of Heating and Ventilating Engineers. New York: The Society. 1922- .

An annual collection of technical and industrial data in the field, including articles on new developments, a section of material on designs and specifications, a manufacturers' catalogue, and organizational information. Indexed.

Helicopters. SEE Airplanes; Aviation.

16·212

Heraldry

SEE ALSO Genealogy; History.

Bolton's American Armory. Charles Knowles Bolton. Boston: The F. W. Faxon Co., Inc. 1927. 224 pp.

A guide to the coats of arms of Americans of foreign descent, representing many nationalities. Several thousand arms are listed according to surname, with bibliographical notes on each listing. Indexes are by subject (objects or symbols depicted on coats) and by mottoes. Glossary of heraldic terms illustrated by explanatory drawings.

Book of Public Arms. Arthur C. Fox-Davies. New ed. London: T. C. and E. C. Jack, Ltd. 1915. 876 pp.

"A complete encyclopaedia of all royal, territorial, municipal, corporate, official and impersonal arms" of Great Britain. More than 1300 drawings.

Boutell's Manual of Heraldry. Charles Boutell. Rev. ed. New York: Frederick Warne & Co., Inc. 1950. 316 pp.

A well-illustrated guide to the principal coats of arms of Great Britain, aided by a bibliography, glossary of terms, detailed index, and excellent illustrations, many of them in full color.

Burke's Genealogical and Heraldic History of the Landed Gentry. Burke's Genealogical and Heraldic History of the Landed Gentry of

Ireland, and Burke's Genealogical and Heraldic History of the Peerage, Baronetage, and Knightage [all 14·4] contain the coats of arms of the families listed in each volume.

General Armory of England, Scotland, Ireland and Wales. Sir John Bernard Burke. London: Harrison & Sons, Ltd. 1884. 1185 pp.

A complete illustrated record of the coats of arms of the British Isles, from the earliest times, organized in encyclopedic fashion.

A Grammar of English Heraldry. Sir William Hope. 2d rev. ed. London: Cambridge University Press. 1953. 99 pp.

A brief illustrated guide to the principles of heraldry, with a well-selected bibliography.

Intelligible Heraldry. Sir Christopher and Adrian Lynch-Robinson. London: Macdonald & Co. (Publishers) Ltd. 1948. 205 pp.

"The application of a mediaeval system of record and identification to modern needs," this simply written book outlines the principles of heraldry by British standards. Glossary of terms and bibliography.

Shakespeare's Heraldry. C. W. Scott-Giles. New York: E. P. Dutton & Co., Inc. 237 pp.

The coats of arms of characters in the plays of Shakespeare and his associates. Nearly 300 illustrations, including about 20 in full color.

16·213

Herbs

SEE ALSO Cooking; Drugs; Food Preservation; Gardening; Plant Life; Spices.

British Herbs. Florence Ranson. Baltimore: Penguin Books, Inc. 1955. 204 pp.

A guide to the recognition of herbs, with

eight pages of photographs and 120 drawings. A chapter on how to grow an herb garden.

Culpeper's Complete Herbal. Nicholas Culpeper. New York: Sterling Publishing Co., Inc. 1955. 440 pp.

An exhaustive guide to herbs, describing the different varieties, their cultivation, and their uses in medicine and cooking. 118 pages of full-color illustrations.

Herbs: How to Grow Them and How to Use Them. Helen Noyes Webster. 5th ed., rev. Boston: Charles T. Branford Company. 1942. 198 pp.

A reference guide to the cultivation and use, primarily in cooking, of common and uncommon American herbs.

The Home Garden Book of Herbs and Spices.

Heredity. SEE Biology; Genetics.

Herpetology. SEE Reptiles and Amphibians; Snakes; Turtles.

16·214 High Fidelity

SEE ALSO Acoustics; Electronics; Music; Recordings.

Hi-Fi Equipment Yearbook. New York: Herman & Stephens Co. 1956- .

A buying guide to high-fidelity equipment of all kinds, giving specifications, manufacturers, and prices.

Hi-Fi Handbook. William J. Kendall. Rev. ed. New York: Thomas Y. Crowell Company. 1956. 184 pp.

Primarily a guide to the do-it-yourself installer of home hi-fi equipment, illustrated with photographs and diagrams.

High Fidelity. New York: Gernsback Publications. 1953. 128 pp.

An essentially technical guide to the design, construction, and maintenance of high-fidelity phonograph installations, illustrated by more than 100 photographs and drawings.

High Fidelity Music Systems. William J. Kendall. New York: Thomas Y. Crowell Company. 1954. 208 pp.

A description of the construction and design of high-fidelity installations in reasonably nontechnical language, illustrated with a fair number of drawings and photographs and indexed for quick reference.

High Fidelity Record Annual [16·376] lists new records that have appeared during the year covered from the point of view of their value to the high-fidelity enthusiast. Listings

Milo Miloradovich. New York: Doubleday & Company, Inc. 1952. 236 pp.

How to cultivate herbs and condiment plants in American gardens, with many useful reference data.

Vegetable Encyclopedia and Gardener's Guide [16·455] contains detailed information on nearly all herbs, with guides to their planting and cultivation.

The Wise Encyclopedia of Cookery [16·175] contains many entries on the various herbs used in cooking, with specific data on their use.

include some of the rather strange records that have appeared to satisfy the hi-fi addicts' demands.

Home Music Systems: How to Build and Enjoy Them. Edward Tatnall Canby. Rev. ed. New York: Harper & Brothers. 1955. 302 pp.

A popular guide to hi-fi installation, with emphasis on inexpensive equipment, it explains the fundamentals of high fidelity, where to buy the separate items of needed equipment, and how to assemble and house them. Sections on repair and maintenance. An appendix lists major sources of supply and contains a bibliography of books and periodicals in the field. Another appendix consists of load-resistance tables.

The New High Fidelity Handbook. Irving Greene and James R. Radcliffe. Rev. ed. New York: Crown Publishers, Inc. 1957. 193 pp.

A comprehensive, not too technically written guide to buying, assembling, installing, and maintaining a home hi-fi system. More than 250 photographs and diagrams, including plans showing connections of parts and how to build housing cabinets.

Saturday Review Home Book of Recorded Music and Sound Reproduction. Edward Tatnall Canby, C. G. Burke, and Irving Kolodin. 2d ed., comp. rev. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1956. 339 pp.

A complete guide to all types of high-fidelity equipment, its installation, maintenance, and repair. Numerous diagrams and photos.

High Schools. SEE Secondary Schools.

Highways. SEE Roads and Highways.

16·215

Hinduism

SEE ALSO Religion.

Of common general reference sources, the *New Century Cyclopedia of Names* [5·2] is by far the most useful source of information in this field, containing as it does several hundred entries under names of gods and goddesses, names of works, and names of characters in Hindu sacred literature.

Classical Dictionary of Hindu Mythology and Religion, Geography, History and Literature. John Dowson. 7th ed. London: Routledge and Kegan Paul, Ltd. 1879. 411 pp.

A reprint of a standard work that has stood well despite its age. It contains about 2000 rather brief entries under personal and geographical names in the Hindu religion and literature, along with names of books. A Sanskrit and a general index.

Sacred Books of the East [16·379] contains translations of all the major religious books of Hinduism, with names and subjects carefully and comprehensively indexed.

Histology. SEE Medicine.

16·216

History

SEE ALSO Americana; American Revolution; Civil War; Communism; Constitutions; Current Events; Dates; Diaries; Documents; Economics; Elections; First Facts; Genealogy; Government; Heraldry; Holidays and Anniversaries; Indians, American; International Relations; League of Nations; Military Science and Affairs; Municipalities and Municipal Governments; Political Science; Religion; Social Science; Statistics; Trade and Commerce; Treaties; United Nations; Voyages and Travels; World War I; World War II.

For a listing of various historical atlases, SEE 15·2.

Most general reference sources contain a great deal of historical information. The chief problem for the user is locating this information, particularly if the source lacks an index. In the various general encyclopedias, historical information is generally to be found under these titles: names of countries and other major subdivisions of political geography, usually in separate sections; biographies, particularly of rulers and other political figures; names of treaties, wars, conferences, organizations, etc. The various general encyclopedias listed in 5·1 treat history in a scope generally proportionate to their over-all size.

Thus, both *Encyclopaedia Britannica* and *Encyclopedia Americana* [both 5·1] have the most extensive sections devoted to the histories of different countries. *Americana's* history of Canada is especially notable. *Britannica* is an especially useful source of historical data as contained in biographies of British and Continental European political notables of the past. *American Peoples Encyclopedia* [5·1] will be found useful for biographies of American historical notables, though perhaps not quite to the extent of *Americana*, and it has a great many entries under such subjects as treaties and conferences, especially of modern times. *Columbia Encyclopedia* [5·1] is useful in historical research primarily via the biographical route. *American Educator Encyclopedia* [5·1] contains a lengthy pictorial panorama of history. *New Century Cyclopedia of Names* contains brief biographies of virtually every important historical figure of the past or present of all parts of the world, plus many other entries under such subjects as wars, conferences, and treaties. Brief historical data of many kinds are also to be found in the *World Almanac* [6·2]. The chronologies to be

found in the various encyclopedia annuals listed in 6·1 are useful for checking specific dates of events of the past for the years each set of volumes cover. Many of the works listed in Chapter 15, especially those covering specific countries, contain historical information in varying degrees.

Since there are so many sources in the field of history, and since their approaches vary widely, I have subdivided this section to increase its usefulness. I have begun with general sources, continued with sources devoted to periods (ancient, medieval, and modern), and ended with sources devoted to the history of specific countries, regions, or groups, arranged alphabetically: Canada, Europe, Far East, Great Britain, Japan, Jewish, Korea, Latin America, Middle East, Russia, Spain, United States.

a. GENERAL SOURCES

Ancient, Medieval and Modern History. J. A. Rickard. 12th ed., rev. New York: Barnes & Noble, Inc. 1951. 316 pp.

One of the "College Outline Series," this work traces the high points of world history, giving the essential facts. Maps provide most of the illustrations.

Annual Magazine Subject Index [8·4] during the period of its publication (1907–1949) indexed periodical literature in the field of history, including state historical society publications and periodicals and all historical periodicals in general.

Art Archives. Harry Bigelow Coffin, ed. New York: Art Archives Press. 1950. 64 pp.

A collection of more than 500 line illustrations representing various historic events and periods, selected because they are available for unrestricted reproduction.

Book of Days [16·127] contains much historical information in its discussion of the holidays and anniversaries connected with the various days of the calendar.

Catholic Encyclopedia [16·386] contains much general historical information in its articles on various countries and under the titles of many historic events as well as much information related to the history of the Catholic Church.

Critical Bibliography of the History and Philosophy of Science and of the History of

Civilization [16·394], though primarily devoted to scientific history, cites many works primarily concerned with general history. Its arrangement by periods makes it an especially valuable research tool. Many foreign-language and British sources are cited.

Deadline Data on Foreign Affairs [16·235] contains the history, both current and past, of each country in capsule form, emphasizing, of course, contemporary history.

Dictionary of Events. George Palmer and George Haven Putnam. New York: Grosset & Dunlap, Inc. 1936. 565 pp.

A chronology of world history presented in parallel columns. Particular events may be located through the index. The record goes down through the end of 1935, though the index covers events occurring only through 1926.

Directory of Historical Societies and Agencies in the United States and Canada [16·311] lists virtually all local, state, and national historical societies in the U.S. and Canada.

An Encyclopedia of World History. William L. Langer. Rev. ed. Boston: Houghton Mifflin Company. 1952. 1332 pp.

Contents of this comprehensive reference work are arranged chronologically and subdivided by periods and by regions or countries. The typography permits quick location of specific dates but does not prevent easy continuous reading of the contents. Numerous historical maps. The appendixes include genealogical tables of the major ruling houses of Europe and Asia as well as tables of Roman emperors; popes; French, British, and Italian prime ministers; and U.S. presidents. Detailed index by subjects, places, and persons. Events covered extend through 1950. This work is highly authoritative and unusually well arranged for reference in a field in which the reference format often proves clumsy to use.

Guide to Historical Literature. George Matthew Dutcher and others, eds. New York: The Macmillan Company, 1931. 1222 pp.

An introductory guide to the most important works in the field, listing many bibliographies of specialized interest in historical research. Classifications are by areas, countries, and broad subjects, with each item carefully described and assessed.

The Handy Encyclopedia of Useful Information [6·3] contains considerable historical reference data, especially on World Wars I and II.

The Histomap of History. John B. Sparks. Chicago: Rand McNally & Company. 1952.

An elongated wall chart that traces in parallel fashion the rise and fall of peoples and nations from 2000 B.C. to modern times and notes major events of each group or country traced. A quick method of relating events in broad historical periods.

Historical Fiction and Other Reading References. Hannah Lagasa. 5th ed., rev. and enl. Philadelphia: McKinley Publishing Co. 1951. 280 pp.

A classified list of fiction and nonfiction works in the field of history selected for their interest for junior- and senior-high-school students. Several thousand works are arranged under subject headings, with an author and title index.

Historical Societies in the United States and Canada [16·312] lists the various state and local historical associations of North America.

Historic Notebook. Ebenezer Brewer. Philadelphia: J. B. Lippincott Company. 1896. 997 pp.

A collection of historical data alphabetically arranged by subject titles in order. Subjects are of a wide variety, including many odd and seldom heard-of events, organizations, and the like. Better as a source of unusual data than for standard historical information.

International Bibliography of Historical Sciences. New York: The H. W. Wilson Company. 1930- .

A selected and annotated bibliography of current publications in the field of history, the field being defined in the broadest fashion. Published annually with some exceptions and delays during the war years. Vol. 1 covers publications of 1926.

Keesing's Contemporary Archives [6·2] is an especially important publication for historical research because of its custom of reprinting the full text of documents, communiqués, etc., in the field of government and international affairs.

New Larned History. Josephus N. Larned. Rev. ed. Springfield, Mass.: Nichols Press. 1922-1924. 12 vols.

First published in 1893-1895 in five volumes, subsequently revised and with supplementary volumes added, this work still enjoys a deservedly high reputation as a standard and scholarly reference work in history. With thousands of entries arranged in alphabetical order, the whole range of world history is covered. Most entries, however, are not specially written for this work but rather consist of previously published writings, or portions of writings, by well-known historians. Thus, the user can not only assess the value of the data but also frequently locate a source of further information, since the sources of the excerpts are given. Copious cross references enhance the usefulness for reference.

New Schaff-Herzog Encyclopedia of Religious Knowledge [16·379] contains much information not only on the history of religion but also on history in general, emphasizing always, of course, the religious aspect. The bibliographies are frequently helpful to the historical researcher.

Pictorial History of the World. Editors of *Year*. New York: Simon and Schuster, Inc. 1956. 606 pp.

"The story of man's progress from prehistoric times to the present, told in 2,000 pictures, 200,000 words, with portfolios of 50 color plates and historical maps."

A Reference Guide to the Literature of Travel [16·462] constitutes a useful bibliographic tool in the field of history, especially as it relates to exploration and discovery. The third volume, dealing exclusively with Great Britain, covers British history in even greater detail than do the previous volumes dealing with the rest of the world.

Who Was When? [14·2], subtitled "A Dictionary of Contemporaries," is a useful tool in studying history in that it permits quickly determining what famous persons in almost every field were alive during the same periods.

World History at a Glance. Joseph Reither. New York: Barnes & Noble, Inc. 1952. 428 pp.

A quick survey of world history, hitting only the highlights but providing basic data on major events.

b. ANCIENT HISTORY

Ancient History. Albert Hyma. 2d ed. New York: Barnes & Noble, Inc. 1940. 228 pp.

A survey of ancient history, useful for reference because of its liberal citation of dates and basic facts and its many maps.

Cambridge Ancient History. London: Cambridge University Press. 1923-1939. 17 vols.

The first 12 volumes are text, outlining the history of Egypt, Babylonia, the Hittite empire, Assyria, Persia, Greece, and Rome, chronologically and by region. Each section is written by an authority and has an extensive bibliography. The final 5 volumes contain excellent illustrations and maps.

Concise Dictionary of Ancient History. P. G. Woodcock. New York: Philosophical Library, Inc. 1955. 465 pp.

A compilation of brief entries, arranged alphabetically, on several thousand persons, places, and other subjects of ancient history. Extensive bibliography.

Everyday Life in Ancient Times [16·23] contains useful data on the history of Mesopotamia, Egypt, Greece, and Rome. Its numerous illustrations, including 120 pages in full color and five maps, are especially valuable.

Everyman's Smaller Classical Dictionary. Sir William Smith. Rev. ed. London: J. M. Dent & Sons, Ltd. 1952. 352 pp.

Alphabetically arranged entries on a variety of names and subjects encountered in the study of all things connected with ancient Greece and Rome, with emphasis on history.

Lemprière's Classical Dictionary. F. A. Wright. New ed. New York: E. P. Dutton & Co., Inc. 1949. 675 pp.

A dictionary "of proper names mentioned in ancient authors with a chronological table." About 11,500 entries in all, giving historical data and including many obscure anecdotal facts. The chronology covers the ancient world from 1200 B.C. through the fall of Trebizond, last of the ancient Greek states (A.D. 1461).

C. MEDIEVAL HISTORY

Cambridge Mediaeval History. London: Cambridge University Press. 1911-1936. 8 vols.

Similar to the Cambridge works on ancient and modern history (see above and below), this work consists of scholarly articles by authorities on the history of Europe, primarily western Europe, from the latter stages of the Roman Empire through the end of the

Middle Ages. Bibliographies at the close of each section and many useful maps.

d. MODERN HISTORY

Cambridge Modern History. London: Cambridge University Press. 1902-1926. 14 vols.

Similar in plan to the above-cited work, here Vols. 1-6 and 8-13 cover the history of western Europe, by periods, from the Renaissance to post-World War I times. Vol. 7 is devoted to the U.S. Vol. 13 contains genealogical tables and other useful reference lists. Vol. 14 is an atlas.

History and Historians in the Nineteenth Century. George P. Gooch. 2d ed. London: Longmans, Green & Co., Ltd. 1952. 547 pp.

A completely revised edition, including updating of the extensive and useful bibliographies, of a work originally published in 1913 and studying in a scholarly fashion the historiography of the nineteenth century.

The World since 1914. J. H. Landman. 8th ed. New York: Barnes & Noble, Inc. 1951. 418 pp.

One of the "College Outline Series," this work is useful for its basic historical data. Numerous maps.

e. CANADIAN HISTORY

Encyclopedia of Canada [15·4] contains probably the largest number of entries of any source on subjects devoted to Canadian history, limited, of course, to those events occurring prior to the mid-1930s.

Oxford Encyclopaedia of Canadian History. Lawrence J. Burpee. London: Oxford University Press. 1926. 699 pp.

Vol. 12 of the "Makers of Canada" series, this is a dictionary-type publication containing brief entries on major and minor subjects of Canadian history.

The Picture Gallery of Canadian History. C. M. Jefferys. Toronto: Ryerson Press. 1942-1950. 3 vols.

A most extensive collection of Canadian historical pictures, dating from the earliest times to after World War II. Useful information appears in the picture captions.

f. EUROPEAN HISTORY

SEE ALSO Ancient History, Medieval History, and Modern History, above.

Annals of European Civilization, 1501–1900. Alfred Mayer. London: Cassell & Co., Ltd. 1949. 457 pp.

Essentially a cultural chronology, this work is divided into two parts: first, general chronology of cultural events in European history for the period covered; second, the same field by classified subjects, such as literature, architecture, and religion. Index to personal and geographical names.

Atlas of European History. Edward Whiting Foss and H. S. Deighton, eds. New York: Oxford University Press. 1956. 87 pp.

A collection of maps depicting European history arranged for detailed study. Maps of physical geography are shown in photographic relief.

Dictionary of European History. William E. Roeder. New York: Philosophical Library, Inc. 1954. 316 pp.

An alphabetical dictionary of entries under personal names, place names, and other subjects of European history from about A.D. 500 to modern times.

Europe since 1815. Henry W. Littlefield. 17th ed. New York: Barnes & Noble, Inc. 1953. 321 pp.

One of the "College Outline Series," this surveys modern European history. Many maps.

History of Europe, 1500–1848. Henry W. Littlefield. 5th ed. New York: Barnes & Noble, Inc. 1951. 181 pp.

A companion volume to the above.

A Select List of Books on European History, 1815–1914. Allan Bullock and A. J. P. Taylor, eds. 2d ed. New York: Oxford University Press. 1957. 79 pp.

A well-selected bibliography, prepared for the Oxford Recent History Group.

A Survey of European Civilization. Wallace Klipper Ferguson and Geoffrey Bruhn. 2d ed. Boston. Houghton Mifflin Company. 1952. 998 pp.

A most complete textbook-style study of European history from ancient times to the present, useful for reference because of its excellent index, use of much specific fact, and appendixes. These include chronologies, genealogical tables, tables of rulers, and a bibliography. More than 100 maps and many charts and illustrations.

g. FAR EASTERN HISTORY

A Select List of Books on the Civilizations of the Orient [15·3] is an annotated bibliography citing numerous works on the history of the Far East.

Short History of the Far East. Kenneth Scott Latourette. 3d ed. New York: The Macmillan Company. 1957. 768 pp.

An excellent standard history of the Orient, with an index detailed enough to permit locating most desired information rapidly. Numerous maps.

h. GREAT BRITAIN, HISTORY OF Bibliography of British History. Stanley Pargellis and D. J. Medley, eds. Oxford: Clarendon Press. 1928– .

A projected comprehensive bibliography of British history carried out under the direction of the American Historical Association and the Royal Historical Society. The starting date is 1485. Vol. 1 covers the Tudor period (1485–1603); Vol. 2, the Stuart period (1603–1714); Vol. 3, the eighteenth century (1714–1789). Subsequent volumes have been planned to cover later eras. Each volume is arranged by subjects, with selected listings including books, pamphlets, documents, and some periodical material. Author indexes.

Dictionary of National Biography [14·3] is a major source of information on British history when desired facts can be linked to specific persons. It is especially valuable because of its great authority and detailed bibliographies of additional source material.

Guide to Sources of English History. E. S. Upton. New Brunswick, N.J.: Scarecrow Press. 1952. 151 pp.

A rather elementary bibliography of source materials useful primarily to the not too advanced student.

History of England. Charles Oman, ed. New York: G. P. Putnam's Sons. 1904–1948. 8 vols.

A standard comprehensive history of England, arranged chronologically. Various authors, all of high standing, wrote the different volumes. Of special reference value are the maps and diagrams, genealogical charts, and bibliographies. Revised editions of different volumes have appeared from time to time.

Oxford History of England. Oxford: Clarendon Press. 1934– . 14 vols.

Another standard comprehensive history of Britain, with each period covered by an authoritative historian. The cutoff date is 1914.

i. JAPANESE HISTORY

Japanese Communism [16·107], though primarily a bibliography, contains in its appendixes a detailed chronology of important events in Japanese communism from 1921 through 1952. Many of the bibliographic listings are useful for the study of Japanese history in its modern phases.

Japan in World History. George Sansom. New York: Institute of Pacific Relations. 1951. 94 pp.

A brief history of modern Japan that hits the highlights of events.

Political Handbook of Japan [15·4] outlines modern Japan's political history.

j. JEWISH HISTORY

Jewish Encyclopedia [16·243] contains several hundred entries, including many biographies and geographical entries, that together outline in detail the history of the Jewish people authoritatively.

A Jewish Tourist's Guide to the United States [15·4] prefates each separate section on the various states with a brief history of the Jewish community in that state. Items under city entries often also prove of historical interest.

Universal Jewish Encyclopedia [16·243] contains a large number of entries under a variety of titles dealing with the whole scope of Jewish history.

k. KOREAN HISTORY

Source Materials on Korean Politics and Ideologies. D. G. Tewksbury. New York: Institute of Pacific Relations. 1950. 200 pp.

Not simply a bibliography, though references are included, this work consists primarily of excerpts from 82 important documents, including state papers, treaties, and official statements, with commentaries thereon, covering Korean history from 1871 through the crisis of 1950.

l. LATIN-AMERICAN HISTORY

An Encyclopedia of Latin-American History. New York: Library Publishers. 1956. 416 pp.

Several hundred brief entries covering important elements of economic, military, social,

political, and cultural history of the various Latin-American countries.

A History of Latin America. Hubert Herring. New York: Alfred A. Knopf, Inc. 1955. 796 pp.

A comprehensive survey of the subject in chapter form, it is prefaced by a general background history of the area, followed by histories of different countries or homogeneous groups of countries. It concludes with a section on Latin-American-U.S. relations. Tables of populations and areas, chief cities, national incomes and budgets, international trade, manufacturing and communications, health and literacy; extensive bibliography; and detailed index.

Latin American Politics and Government. Austin Foulks Macdonald. New York: Thomas Y. Crowell Company. 1952. 712 pp.

A detailed, country-by-country analysis of the political history of each important Latin-American nation. The detailed index makes the book easily used for reference.

Outline History of Latin America. A. Curtis Wilgus. 3d ed. New York: Barnes & Noble, Inc. 1943. 420 pp.

One of the "College Outline Series," this work briefly surveys the high points of Latin-American history. Many useful maps.

People and Politics of Latin America [15·3], though emphasizing political, human, and economic geography, also includes much history of the area.

m. MIDDLE EASTERN HISTORY

Encyclopaedia of Islam [16·283] contains entries on many subjects relating to the history of the Moslem world.

A Selected and Annotated Bibliography of Books and Periodicals in Western Languages Dealing with the Near and Middle East [15·3] cites many sources dealing with the history of the area.

n. RUSSIAN HISTORY

Guide to Research in Russian History. Charles Morley. Syracuse, N.Y.: Syracuse University Press. 1951. 227 pp.

A classified bibliographical guide to source materials on Russian history, locating many of the works cited in some 30 different American libraries. Listings are classified by types of works: encyclopedias, atlases, biographical

and geographical dictionaries, bibliographies, and periodicals. Russian collections in U.S. libraries are noted. Listings include works in English, Russian, and other languages, with all titles translated into English.

History of Russia. Bernard Pares. New York: Alfred A. Knopf, Inc. 1953. 611 pp.

An authoritative survey of Russian history from its beginnings through the Stalin era, well organized for reference, with a detailed index and many useful maps.

A History of Russian Literature [16·259r] contains a surprising amount of data for a work of its kind on Russian history as such. Useful bibliography.

An Outline History of Russia. Walther Kirchner. 2d ed. New York: Barnes & Noble, Inc. 1950. 329 pp.

One of the "College Outline Series," this book gives the highlights of Russian history, emphasizing dates and other basic facts. Many maps.

O. SPANISH HISTORY

Diccionario de historia de España desde sus orígenes hasta el fin del reinado de Alfonso XIII. Madrid: Revista de Occidente. 1952. 2 vols.

An alphabetically arranged dictionary, in Spanish, of largely brief entries under titles of names of persons, places, and various subjects in the field of Spanish history from earliest times through the abdication of Alfonso XIII in 1931. Appendixes in Vol. 2 include a bibliography of source materials, a chronology of Spanish history, and a number of maps.

P. UNITED STATES HISTORY

The various general encyclopedias are by and large good sources of material on U.S. history, especially those with U.S. orientation. *Encyclopedia Americana* [5·1] contains a very large number of separate entries on events in American history under appropriate titles; for example, the entries under the names of battles and engagements of the Civil War when put together constitute practically a complete military history of the war. *Compton's Pictured Encyclopedia* and *World Book Encyclopedia* [both 5·1] contain well-written histories of the various states with

their entries on the states. The chronology of state histories in *Compton's* are especially useful for reference. *American Peoples Encyclopedia* [5·1] contains a rather large number of entries on frontier and Western U.S. history, as well as on Americana in general. *Columbia Encyclopedia* [5·1] has many brief but useful entries in the field.

A number of the sources listed in 15·4 contain historical data on the U.S. *The American Guide* [15·4] carries a brief history of each state as a preface to the sections on the various states. These histories are, in turn, drawn from somewhat longer histories that appear in each separate volume of the "American Guide Series" [15·4]. The latter volumes also include historical chronologies.

Album of American History. James Truslow Adams, ed. New York: Charles Scribner's Sons. 1944-1949. 5 vols.

One of the largest collections of pictures from U.S. history, prepared primarily as a complementary publication to the *Dictionary of American History* (see below). The first four volumes contain approximately 5000 illustrations arranged by general subjects in approximately chronological order by periods. Coverage ranges from colonial times through 1917. Captions and a brief running commentary accompany the pictures, which emphasize customs and manners as much as they do actual historical events. Vol. 5 is a detailed index to the set.

American History and American Historians. Hugh H. Bellot. Norman, Okla.: University of Oklahoma Press. 1952. 336 pp.

Subtitled "A Review of Research Contributions to the Interpretation of the History of the United States," this work reviews U.S. historiography for the half century 1890-1940. Its most important reference value lies in the extensive bibliographies appended to each chapter.

Bibliographies in American History. Henry Putney Beers. Rev. ed. New York: The H. W. Wilson Company. 1942. 487 pp.

A most comprehensive listing of research materials in U.S. history, giving in classified lists more than 11,000 sources of bibliographies appearing in a wide variety of publications. Author-subject index.

Bibliography of County Histories. Clarence Stewart Peterson. 2d rev. ed. Baltimore: The Author. 1947. 126 pp.

A listing of sources of historical data of "the 3,111 counties in the 48 states." A 35-page supplement was published in 1950, and a second supplement was in preparation in 1955. The author indicated plans for a consolidated new edition of the work thereafter.

A Book about American History. George Stimpson. New York: Harper & Brothers. 1950. 436 pp.

A collection of miscellaneous facts of both major and minor importance in the field of U.S. history, interesting to read and useful for reference through its index.

Cambridge Modern History (see *Modern History* above) devotes one volume (Vol. 7) to the history of the U.S.

Dictionary of American Biography [14·3] should never be forgotten as a source of historical data in itself apart from biography, since many facts of history can quickly be established by consulting the biography of a person concerned with the events about which information is needed. In addition, the extensive bibliographies appended to most biographies are useful guides to research.

Dictionary of American History. James Truslow Adams, ed. 2d ed., rev. New York: Charles Scribner's Sons. 1942. 6 vols.

One of the most authoritative and most useful sources of essential reference data in the field of U.S. history and in construction a model of reference-book making. The first five volumes contain nearly 6000 entries on subjects covering all aspects of political, military, religious, cultural, and economic history of the U.S., excluding only biography. Most entries were prepared by one of the more than 1000 contributing authors, each recognized as an authority in his field. Vol. 6 contains a detailed index. The extensive cross references, both separate ones and those contained in the body of the articles, often make the index almost superfluous. The brief bibliographies were selected generally speaking for their availability, an aspect often neglected in other bibliographies.

Dictionary of United States History. John F. Jameson. Rev. ed. Philadelphia: Historical Publishing Company. 1931. 874 pp.

Primarily an alphabetical dictionary of subjects in U.S. history, briefly treated. Appen-

dixes include a 20-page outline of territorial development and a 12-page chronology. Also an extensive analytical section.

The Encyclopedia of American Facts and Dates [16·127] presents chronologically and in parallel columns the political, cultural, economic and scientific, and social history of what is now the U.S. from its beginnings. Detailed index.

Encyclopedia of American History. Richard B. Morris. New York: Harper & Brothers. 1953. 776 pp.

A chronological-topical guide to basic reference data in U.S. history, organized in three parts. Part I provides a chronological account, arranged for quick reference by dates and topics, from earliest times through about the Korean War period, divided by years from 1763 on. Part II provides a chronology of events for 23 different topics, covering territorial expansion, population and immigration, the Constitution and the Supreme Court, the national economy, science and invention, and cultural life. Part III gives brief biographies of 300 famous Americans. Comprehensive index and a number of maps and charts.

Encyclopedia of American Politics [16·339] devotes nearly as much space in its several hundred entries to U.S. history as it does to theoretical and practical politics.

Guides to Manuscript Materials for the History of the United States. Washington, D.C.: Carnegie Institution. 1906-1943. 23 vols.

A comprehensive guide to various archives containing documents and records on U.S. history, highly useful except that it is now considerably out of date. Despite the 1943 date for the final volume, a large percentage of the volumes were published prior to World War I. Different volumes deal with different categories of sources, including various archives in Washington and elsewhere in the U.S.; archives in the British Isles, including those of the British Museum, Canada, and the British West Indies; archives in Europe, including Germany, France, Italy, Russia, Spain, Switzerland, and Austria; and Latin-American archives, especially Cuban and Mexican.

Guide to the Records in the National Archives [11·1] is the most useful guide to the materials, including documents and records, kept in Washington pertaining to American history.

Historical Statistics of the United States [16·423] is most helpful in supplying statistical data relating to U.S. history though not directly pertaining to history in itself.

"History of American Life Series." Arthur M. Schlesinger and Dixon R. Fox, eds. New York: The Macmillan Company. 1929–1930; 1948. 13 vols.

A set of works, each volume of which has a different title, each relating to a particular period of U.S. history. The original set of 12 volumes covered from 1492 to 1928; a thirteenth volume supplements the work, covering the period 1929–1948. Each volume is relatively brief but hits the important events of each period, frequently quoting from literature of the time covered. Extensive footnotes and bibliography. Each volume is separately indexed and has appended to it a short section of relevant illustrations.

"History of the South Series." Wendell H. Stephenson and E. Merton Coulter, eds. Baton Rouge, La.: Louisiana State University Press. 1947– . 10 vols.

A set of books on a uniform plan, each volume of which bears a separate title and is devoted to a different period, the starting date being 1607 and the cutoff date 1946. Illustrations and extensive annotated bibliographies.

Index to American Genealogies [14·3] includes in its listings such works as town and county histories, historical-society publications, historical periodicals, and similar works useful in the study of American history.

A Jewish Tourist's Guide to the United States [15·4] provides histories of the Jewish communities in each state of the U.S.

Life in America. Marshall B. Davidson. Boston: Houghton Mifflin Company. 1951. 2 vols.

Primarily a book of illustrations, this work contains several thousand pictures relating to American political and social history, with a running commentary. Particularly excellent selection of illustrations.

The Literature of American History. Josephus N. Larned. Boston: American Library Association Publications Board. 1902. 596 pp.

A bibliography of source materials, now primarily useful for research in rather ancient materials.

The Look of the Old West. Foster Harris. New York: The Viking Press, Inc. 1955. 352 pp.

A picture book with a detailed text commentary illustrating in drawings by Evelyn Curro what the Western U.S. looked like from about 1870 to 1895. The attention paid to detail makes this book an especially valuable research tool for illustrators and other persons interested in such matters.

New Dictionary of American Politics [16·339] contains a large number of entries pertaining to U.S. political history.

The New Dictionary of American History. Michael Martin and Leonard Gelber. New York: Philosophical Library, Inc. 1952. 695 pp.

A dictionary of more than 4000 entries pertaining to persons, places, and other subjects related to American history, emphasizing all phases. Entries are generally brief and limited to basic facts.

Pacific Northwest Americana [16·15], a bibliography, lists many sources of historical data on the Northwestern states.

Pageant of America. Ralph Henry Gabriel, ed. New Haven, Conn.: Yale University Press. 1925–1929. 15 vols.

A topical history of the U.S., each volume discussing a separate phase of American development rather than a period. Different volumes treat art, literature, industry and trade, architecture, entertainment, sports, etc. Perhaps its greatest use for reference purposes lies in its hundreds of well-reproduced illustrations.

Pictorial History of American Presidents [14·4] provides a good picture guide to the political history of the U.S., administration by administration.

Portrait of the Old West. Harold McCracken. New York: McGraw-Hill Book Company, Inc. 1952. 232 pp.

A picture history of nineteenth-century Western U.S. Biographical check list of Western artists.

The Presidency: A Pictorial History of Presidential Elections from Washington to Truman. Stefan Lorant. New York: The Macmillan Company. 1951. 775 pp.

A compilation of pictures, with a running commentary on the quadrennial presidential campaigns through the 1948 election.

Presidents in American History [14·4] is useful for its authoritative summations of the administrations of each President, constituting a concise outline of the political and economic history of the U.S.

Presidents on Parade [14·4] is another picture history of the Presidents, offering many illustrations pertaining to U.S. history.

Rand McNally's Pioneer Atlas of the American West [15·4] is a reprint of Rand McNally's 1876 atlas of the Western U.S., along with a text of about 30,000 words and numerous appropriate illustrations.

A Syllabus of United States History. William B. Hesseltine. Madison, Wis.: University of Wisconsin Press. 1940. 150 pp.

A brief outline, period by period, of 83 periods of U.S. history, designed primarily for the college student. Each section contains a list of books and recommended periodical material, with a blank page for notes.

The United States, 1865–1900. Curtis W. Garrison. Fremont, Ohio: Rutherford B. Hayes-Lucy Webb Hayes Foundation. 1943–1945. 3 vols.

"A survey of current literature, with abstracts of unpublished dissertations," this work deals with publications appearing in the recent past, including books, periodical articles, and dissertations, with a brief of the

contents, quite extensive in some cases. Each annotation is signed by a contributor. Each volume is separately indexed.

United States to 1865. 4th ed. 1946. 210 pp.
United States since 1865. 12th ed. 1953. 270 pp. John A. Krout. New York: Barnes & Noble, Inc.

Two volumes in the "College Outline Series," each stresses the high points of American history, giving many concise facts and dates. Numerous maps.

U.S.iana. (1700–1950). Wright Howes. New York: R. R. Bowker Company. 1954. 656 pp.

A check list of more than 11,000 printed sources, including books, magazine articles, pamphlets, etc., on the history of the U.S. from the earliest times.

Writings on American History. Washington, D.C.: American Historical Association. 1906– .

An annual bibliography, except for the years 1941–1947, of books and periodical material relating to American history. Until 1935, the definition of American history included both the Americas. Since that date, the coverage has been limited specifically to the U.S. as it is now constituted. Listings cover both U.S. and foreign publications, including about 500 periodicals in all. Many listings are extensively annotated. Classified bibliography and detailed author-title-subject index.

16·217

Hobbies

SEE ALSO Antiques; Bees and Beekeeping; Book Collecting; Butterflies and Moths; Camps and Camping; Ceramics; Coin and Money Collecting; Dance and Dancing; Do-It-Yourself; Flower Arrangement; Games and Recreations; Gardening; Guns; Hallmarks; High Fidelity; Interior Decoration; Magic; Music; Nature Study; Needlecraft; Organizational Management; Pets; Photography; Quilts; Sports; Square Dancing; Stamp Collecting; Trailers; Valentines; Watches and Clocks; Weaving; Writing.

The various juvenile encyclopedias tend to stress hobbies more than do the adult and family encyclopedias, though the latter do include some general material. The topical encyclopedias, such as *Our Wonderful World*, *The Book of Knowledge*, and

Richards Topical Encyclopedia [all 5·1] contain extensive practical material on hobbies, particularly of the do-it-yourself variety. A "Hobbies Book" is offered as an extra volume with the *Wonderland of Knowledge* [5·1].

Girl Scout Handbook [16·194] and **Handbook for Boys** [16·92] discuss in considerable detail hobbies appropriate to the age and sex groups for which they are intended.

How-to-do-it Books [9·3] lists hundreds of books covering the entire range of popular hobbies.

Index to Handicrafts [8·5] gives references to books and periodical materials dealing with various workshop and other handicraft hobbies.

Jobs after Retirement [16·382] gives information on hobbies suitable for older persons, including hobbies that can be made profitable.

The Program Encyclopedia [16·351] discusses hobbies from the point of view of club or group participation.

16·218

Hockey

SEE ALSO Sports.

Official Guide and Rule Book. Amateur Hockey Association of the United States. Baltimore: The Association. 1953. 144 pp.

A listing of major amateur hockey teams, records, and current rules.

Official NCAA Ice Hockey Guide. National Collegiate Athletic Association. Forest Hills, N.Y.: The Association.

A triennial publication, this gives college hockey rules, lists records, and describes the various collegiate hockey organizations.

16·219

Holidays and Anniversaries

SEE ALSO Christmas; Dates; Religion; Valentines.

Lists of holidays and anniversaries appear in the *World Almanac* [6·2]. In its articles on the various months of the year, *World Book Encyclopedia* [5·1] catalogues the principal holidays and anniversaries celebrated each month.

Aboard and Abroad [15·3] lists the holidays, festivals, and fairs celebrated in each of the countries of western Europe, especially those of interest to tourists.

The American Book of Days. George W. Douglas. Rev. ed. New York: The H. W. Wilson Company. 1948. 697 pp.

A month-by-month, day-by-day listing of the various national, state, and local holidays celebrated in the U.S., including Christian and Jewish religious holidays, with a brief description of the origin of the holiday or anniversary, where and how it is observed. Indexed.

The American Festival Guide. Helen R. Coates. New York: Exposition Press. 1956. 299 pp.

Identification, description, and full touristic data on more than 200 annual or otherwise regularly periodic festivals in the U.S., including rodeos, historical celebrations of all kinds, sports, and cultural events.

Anniversaries and Holidays. Mary Emogene Hazeltine. 2d ed., rev. Chicago: American Library Association. 1944. 316 pp.

Arranged in a month-by-month, day-by-day fashion, a virtually complete listing of anniversaries and holidays with a guide to

their observance. Excellent bibliographies of source materials and occasional notes on the history of particular anniversaries or holidays.

Book of Days [16·127] includes in its cataloguing a great number of anniversaries and holidays, celebrated both at present and in the past.

The Catholic Directory [16·386] lists the Roman Catholic feasts and festivals as they are celebrated in the British Isles.

Curiosities of Popular Customs [16·155] discusses the origin and observance of many holidays, especially those of ancient or primitive peoples.

The Days We Celebrate. Robert H. Schauffler. New York: Dodd, Mead & Company, Inc. 1940. 4 vols.

A collection of material on the various major holidays celebrated in the U.S., with a history of each and an anthology of plays, poems, stories, and similar literature dealing with each, designed especially for school and organizational use. Twenty-three holidays in all are dealt with, including two "weeks"—Music Week and Book Week. The material in part brings up to date the older volumes in "Our American Holiday Series" (see below).

Festivals of the Jewish Year. Theodor H. Gaster. New York: William Sloane Associates. 1953. 308 pp.

A study of the various Jewish religious holidays with their histories and methods of observance. Extensive bibliography.

A Guide to the Religions of America [16·379] lists the various festivals and holidays of the various major U.S. religions and sects.

National Catholic Almanac [16·386] contains a calendar of Roman Catholic festivals and holidays.

The Office Encyclopedia [16·397] includes a calendar of anniversaries and holidays celebrated in various states of the Union.

"Our American Holiday Series." Robert H. Schauffler and others, eds. New York: Dodd, Mead & Company, Inc. 1907-1947. 19 vols.

A series of separately titled volumes on various major holidays celebrated in the U.S., with collections of plays, pageants, poems, essays, and other material useful in school and organizational observance of the various occasions.

16·220 Home Management

SEE ALSO Air Conditioning; Alcoholic Beverages; Baby Sitting; Beauty Care; Birthdays; Building and Contracting; Carving; Child Care and Guidance; Consumer Research and Education; Cooking; Cooperatives; Cutlery; Do-It-Yourself; Electricity; Etiquette; First Aid; Flower Arrangement; Food; Food Preservation; Fuels; Furniture; Gardening; Glass and Glassware; Handicrafts; Heating and Ventilating; Interior Decoration; Needlecraft; Nursing; Nutrition; Obstetrics; Personal Finance; Pets; Pewter; Porcelain and Pottery; Refrigeration; Rugs; Sewing and Dressmaking; Silver; Textiles; Weaving; Wines.

The Air Force Wife, The Army Wife, The Navy Wife, and The Marine Corps Wife [all 16·156] contain considerable information on home management from the special point of view of the serviceman's wife.

The Bride's Encyclopedia [16·156], while emphasizing the personal and social readjustments of the newlywed, contains considerable information and advice for the beginning housewife on the major homemaking aspects of her job.

The Bride's Reference Book. Editors of *Bride's Magazine*. New York: M. Barrows & Company, Inc. 1956. 320 pp.

Seven different sections cover the subjects of home planning, buying for the home, general housekeeping, cooking, entertaining, personal grooming, and the problems of the working wife. Numerous illustrations.

Speakers' Illustrations for Special Days [16·363] is a collection of stories and quotations arranged chronologically and selected for their appropriateness to particular anniversaries, holidays, and miscellaneous celebrations.

Special Days, Weeks and Months. Washington, D.C.: U.S. Chamber of Commerce.

An annual publication put out until 1956 by the U.S. Department of Commerce, it lists about 250 different commercial and cultural days, weeks, and months during the year following publication. Some of its listings are on the hilarious side, though unintentionally so.

Complete Home Improvement Handbook. M. Evans Associates. New York: McGraw-Hill Book Company, Inc. 1957. 1024 pp.

A detailed and comprehensive guide to all phases of home maintenance and household repairs, organized for ready reference. The more than 2000 illustrations aid especially in clarifying directions.

Everywoman's Complete Guide to Homemaking. Florence LaGanke. Boston: Little, Brown & Company. 1936. 439 pp.

Though somewhat out of date where development of appliances is concerned, the basic information in this housewife's companion remains highly useful. The work covers all phases of homemaking, with information organized by general subject and particular pieces of information made findable through a detailed index. Especially useful for its thorough discussion of minor details.

Ford Farm Ranch Home Almanac [16·7] devotes a section to home management, essentially from the rural point of view. Contents change each year.

Good Housekeeping Guide to Successful Homemaking. New York: Harper & Brothers. 1956. 320 pp.

A handbook of a wide variety of miscellaneous information on virtually all aspects of homemaking prepared by the editors of *Good Housekeeping*. It emphasizes "how-to" information.

The Handy Encyclopedia of Useful Information [6·3] devotes a section to home management.

Homemaker's Handbook. Dorothy Myerson. New York: Doubleday & Company, Inc. 1939. 566 pp.

Though household hints of all kinds appear in this book, the majority of its contents are devoted to the handling, storing, preserving, and preparing of food.

Household Manual. Henrietta Ripperger. New York: Simon and Schuster, Inc. 1948. 272 pp.

The contents are devoted primarily to the mechanical aspects of housekeeping, leaving questions of food and cooking largely to cookbooks. Useful sections on family budgets and similar topics.

Housekeeping Made Easy. Linda Marvin. New York: Vanguard Press, Inc. 1943. 422 pp.

16·221 Horse Racing

SEE ALSO Horses; Sports.

Harness Horse Racing in the United States and Canada. Frank A. Wensch. 2d ed. Princeton, N.J.: D. Van Nostrand Company, Inc. 1951. 219 pp.

A complete manual of the sport, including its history; methods of breeding, training, and racing; track management and operation; description of equipment; and records. Also a glossary of terms and about 80 photographs.

Racing Almanac. John I. Day, Jr., and Row-

land Barber, eds. New York: Dell Publishing Co., Inc.

Management in the Home. Lillian M. Gilbreth, Orpha Mae Thomas, and Eleanor Clymer. New York: Dodd, Mead & Company, Inc. 1954. 241 pp.

The scientific approach to home management, designed to save the housewife time and effort through intelligent planning. Many photographs and charts.

Pocket Household Encyclopedia. Nathan H. Mager. New York: Pocket Books, Inc. 1951. 627 pp.

A comprehensive compilation of data on all phases of household management, including basic repairs, food, entertaining, medicine, etc., well indexed for quick reference to the dozen different general sections. More than 1000 charts and diagrams.

land Barber, eds. New York: Dell Publishing Co., Inc.

An annual publication averaging more than 200 pages, this work includes basic data on thoroughbred breeding, horse training, race tracks and races, racing rules and organization, and betting and a glossary of terms. More specific data include lists of winners of important races during the past decade and other racing records; basic biographical information on prominent trainers, jockeys, and owners; and histories of prominent race horses of the past and present.

16·222 Horses

SEE ALSO Agriculture; Horse Racing; Mammals; Polo; Sports; Veterinary Medicine.

Cavalcade of American Horses. Pers Crowell. New York: Thomas Y. Crowell Company. 1951. 300 pp.

The histories and general characteristics of nearly every breed of horse found in America today. Many illustrations.

The Complete Book of Horses. Howard J. Lewis. New York: Random House, Inc. (paperbound edition, New York: Maco Publishers). 1957. 128 pp.

A listing of the different breeds of horses, with their complete histories and full descriptions. Many photographs.

The Horse: Judging—Breeding—Feeding—Management—Selling. Donald Jackson Kays. New York: Rinehart & Company, Inc. 1953. 480 pp.

The title indicates the scope of this work. There are descriptions of the various breeds and types of horses in addition to the data on dealing with horses. Well organized for reference through its index and lavish use of

sideheads. Many photographs, diagrams, and drawings.

Horseman's Encyclopedia. Margaret Cabell. New York: A. S. Barnes and Company. 1946. 519 pp.

A collection of alphabetically arranged entries covering almost every subject having to do with horses, their breeding, care, and use for all purposes. Considerable historical information and many illustrations.

Horses of the World. William Harding Carter. Washington, D.C.: National Geographic Society. 1923. 118 pp.

Primarily a picture book of horses, with many illustrations in full color and an adequate descriptive text.

The International Horseman's Dictionary. Zdzislaw Baranowski. New York: A. S. Barnes and Company. 1955. 176 pp.

A glossary of terms in English, French, and German used in talking about and handling horses. It especially emphasizes terms used in riding and showing horses.

Observer's Book of Horses and Ponies. R. S. Summerhays. New York: Frederick Warne & Co., Inc. 1949. 248 pp.

A British publication, this covers about 90 breeds and varieties of horses and ponies, describing each, with illustrations, and giving names of associations of breeders.

The World's Show Jumpers. Pamela Macgregor-Morris. London: Macdonald & Co. (Publishers) Ltd. 1955. 224 pp.

A book about contemporary champions among jumpers arranged by nationality and covering U.S., British, French, Swedish, and other countries. Complete data, including a photograph, are given for each horse listed.

Horticulture. SEE Agriculture; Fruits and Fruit Growing; Gardening; Plant Life.

16·223

Hospitals

SEE ALSO Medicine; Nursing; Psychiatry.

"Administrator's Guide Issue" of *Hospitals*. American Hospital Association. Chicago: The Association. 1949- .

This annual issue of the official magazine of the AHA, published each year in June, replaced the *American Hospital Directory*, published annually by the association from 1945 through 1948. Contents of each publication are similar: current statistical data on U.S. and Canadian hospitals; a guide to hospitals and to members of the AHA, including a list of hospitals arranged by states or provinces and cities with statistical data for each state or province and each hospital listed; data on the Blue Cross and Blue Shield organization; information on women's hospital auxiliaries and hospital and health organizations in foreign countries. A directory of personal members of the association, data on the organization itself and affiliated organizations, information on government organizations dealing with hospitals, and a directory of hospital management schools and related educational institutions. There is also each year a collection of articles on hospital management. The index is cumulative from 1951.

Cumulative Index of Hospital Literature 1950-1954. Chicago: American Hospital Association. 1955. 513 pp.

The second cumulative index to journals in the field, the first (1950) having covered 1945-1949 publications. The second volume covers more than 300 periodicals in hospital and related fields, with listings arranged by author and subject.

Directory for Exceptional Children [16·209] lists psychiatric and guidance clinics specializing in the care of mentally deficient children.

Handbook for the Medical Secretary [16·397] treats for the beginner the problems of managing hospital and clinic offices.

Hospital Service in the United States. American Medical Association. Chicago: The Association. 1922- .

An annual publication of about 100 pages, it includes a census of hospitals for the year previous to publication, listing all registered hospitals in the U.S. with their capacity, services, and vital statistics for the year covered. Schools of general and specialized nursing training and other hospital specialties are listed.

The Mentally Ill in America [16·358] surveys the various psychiatric hospitals in the U.S.

Standards for Psychiatric Hospitals and Clinics. Rev. ed. Mental Hospital Service, American Psychiatric Association. Washington, D.C.: The Association. 1954. 37 pp.

In three parts, this booklet sets forth the

standards for organization and operation of public mental hospitals, private institutions, and psychiatric units of general hospitals. It describes the purposes and functions of each institution, their units and methods of operation, including personnel. Many data are presented in tabular form in the appendixes.

"Today" [6·2] includes current statistical data on U.S. hospitals.

16·224

Hotels and Motels

SEE ALSO Business; Restaurants; Travel and Tourism. SEE ALSO Chapter 15 for many guidebooks that list hotels in specific areas.

"American Travel Series" [15·4] lists and describes the major hotels in cities and resort centers covered in its different volumes, which in 1956 included Florida, New England, and California and the cities of New York, Chicago, Washington, D.C., and their environs.

The Best Western Motels. Long Beach, Calif.: Best Western Motels.

A directory of members of the association, all of whom are located in the U.S. and Canada west of the Mississippi River (or west of Ontario in the case of Canada). New issues of the directory appear frequently, usually once a year.

Bradshaw's British Railways Guide & Hotel Directory [16·373] lists by advertisement a great many hotels in the British Isles, placing the advertisements in conjunction with the appropriate timetables. Not all hotels are covered by any means.

Hammond's City Street Map Atlas and Trip Guide [15·4] lists major hotels in all U.S. cities with populations exceeding 35,000.

The Handbook of Auto Camping [16·75] lists hotels, lodges, and inns at the various U.S. national and state parks. *The Auto Camper's Guide to Canada* [16·75] does the same for Canadian national and provincial parks.

The Jewish Chronicle Travel Guide [15·2] lists vegetarian hotels and other hotels welcoming Jewish travelers in Great Britain, the U.S., and other selected parts of the world.

Leahy's Hotel-Motel Guide. Chicago: American Hotel Register Co. 1876- .

The most complete guide to hotels and motels in the U.S., Canada, and Mexico, giving listings by states. Annual editions bring the data included up to date. Current issues list more than 32,000 hotels and motels with their rates, number of rooms, and plan of operation. About 150 maps of the various states, Canadian provinces, and Mexico; maps of about 50 cities; national park maps; and other helpful facts and data for the tourist.

Lodging for a Night. Duncan Hines. Ithaca, N.Y.: Adventures in Good Eating, Inc. 1938- .

An annual guide to hotels and motels in the U.S., Alaska, Hawaii, Mexico, and Canada recommended by Duncan Hines. Current editions exceed 250 pages in length, with about 2500 establishments listed. Each listing includes location, name, size, type of accommodations, rates, and other data of interest. Arrangement is alphabetical by state or other region and by city.

Vacation Guide. Duncan Hines. Ithaca, N.Y.: Adventures in Good Eating, Inc. 1948- .

A companion volume to the above, overlapping only slightly, it lists resort hotels and resort establishments in all the states and territories, plus Mexico, Canada, Cuba, Jamaica, the Bahamas, and Bermuda. There is individual comment on the tourist possibilities of each state or country with a list of special events and tourist attractions. Following this information, selected resorts are listed, with their locations, accommodations, rates, etc. Revised annually.

Housekeeping. SEE Home Management.

Housing. SEE Architecture; Building and Contracting; City Planning; Trailers.

16·225

Hunting

SEE ALSO Animal Life; Dogs; Ducks and Geese; Guns; Sports.

Collier's World Atlas and Gazetteer [15·2] added in its 1956 edition a special supplement giving full data on hunting in the various states of the U.S., Alaska, Hawaii, Puerto Rico, Canada, and Mexico.

The Conservation Yearbook [16·109] records conservation measures affecting game taken in various parts of the U.S. each year.

The Coon Hunter's Handbook. Leon F. Whitney and Acil B. Underwood. New York: Henry Holt and Company, Inc. 1952. 210 pp.

A complete guide to hunting racoons, including detailed data on the breeding, training, and handling of coon dogs and information on field trials, methods of hunting in various sections of the country, and curing raccoon skins. Many illustrations and good index.

Duck Hunter's Manual. Bob Kennedy. New York: Garden City Books. 1954. 96 pp.

An illustrated pocket manual detailing the flight and feeding habits of various types of wild ducks, how to set out decoys, how to build blinds, etc. Illustrations cover building blinds, decoy patterns, and identification of various breeds of ducks individually and by flight patterns.

Hunter's Encyclopedia. Raymond R. Camp, ed. Harrisburg, Pa.: The Stackpole Company. 1948. 1152 pp.

A handbook for hunters arranged in sections covering general subjects: big and small game animals, predatory animals and birds, various types of birds and fowl, guns and ammunition, hunting dogs, hunting restrictions and laws, etc. Data on various game include identification, characteristics, where found, habits, etc. Many illustrations, including full-color pictures of various game birds, and a most detailed index.

The Hunter's Handbook. Ted Trueblood. New York: Thomas Y. Crowell Company. 1952. 256 pp.

A brief manual of hunting data of all types, limited to the more common types of hunting practiced in the U.S. 16 pages of illustrations.

The New Official Gun Book [16·204] includes a hunting section; a directory of manufacturers of guns, ammunition, and other hunting equipment, with specifications and prices; and a tabulation of big-game hunting records.

Sportsmen's Pictorial Encyclopedia of Guns, Hunting and Fishing. Chicago: Progress Research Corporation. 1952. 1096 pp.

In two parts, the first is an abridgment of the *Hunter's Encyclopedia* (see above), with about the same scope as the parent work but far less detail. The second is an abridgment of the out-of-date and out-of-print *Fisherman's Encyclopedia*, published separately in 1950 as the *Standard Book of Fishing* by Bruce R. Tuttle (New York: The Greystone Press. 532 pp.).

Hygiene. SEE Industrial Health and Medicine; Medicine; Public Health.

16·226

Hymnology

SEE ALSO Music; Religion; Songs and Singing.

Dictionary of Hymnology. John Julian. Rev. ed. New York: Charles Scribner's Sons. 1907. 1768 pp.

The main part of this book contains entries in alphabetical order on nearly all the

hymns found in English-language hymnals, on hymnology in general, and on various hymn writers. Important articles are lengthy and carry bibliographies. Additional material is found in the appendixes as well as an author-translator index and an index to first lines of hymns in English, French, German, Greek, Latin, and other languages.

Imports. SEE Trade and Commerce.

Income Tax. SEE Taxation.

16·227

Indexing

SEE ALSO Filing; Publishing; Writing. SEE ALSO Chapter 2 for information on how to use indexes, Chapter 3 for the indexing methods used in classifying books in libraries, and 4·3.

The main breakdowns at least of the Dewey Decimal System of book classification are included in most larger general encyclopedias.

Dewey Decimal Classification and Relative Index [16·256] gives the Dewey Decimal number for each subject under which a book can be indexed by the system. There is also an abridged edition.

How to File and Index [16·163] discusses the methods and problems of indexing for the business office, setting up standards of good indexing, listing references for choosing subject headings, telling how to use cross references, and outlining the procedures of setting up an index for a subject file.

Indexes and Indexing. Robert L. Collison. New York: John de Graff, Inc. 1953. 155 pp.

British in origin, this handbook tells how to index books and book collections, periodicals, music, records, motion pictures, and other material. Bibliography.

Indexing: With Emphasis on Its Technique. Jean M. Wayne. New York: Special Libraries Association. 1955. 16 pp.

An annotated bibliography of books and magazine articles published between 1939 and 1954 on indexing, filing, and related subjects, emphasizing those written specially for the librarian but including general indexing and indexing of special subjects and fields.

Indexing Your Book, a practical guide for authors. Sina K. Spiker. Madison, Wis.: University of Wisconsin Press. 1954. 28 pp.

A brief guide to book indexing intended especially for the inexperienced indexer. Emphasis is on indexing the serious nonfiction book, with a discussion of the mechanics of indexing, selection of headings, how to record page numbers, alphabetizing, consolidation of entries, and use of cross references. A sample index is included.

Information Indexing and Subject Cataloguing. John Metcalfe. New Brunswick, N.J.: Scarecrow Press. 1957. 338 pp.

A how-to-do-it guide to all types of indexing and cataloguing, including alphabetization, classification, coordination, and mechanical means of cataloguing.

Newspaper Indexing. H. A. Friedman. Milwaukee: Marquette University Press. 1942. 261 pp.

A discussion of indexing in general and newspaper indexing in particular, with a history of the latter and a discussion of methods, types of headings, use of cross references, and mistakes to be avoided. Definitions of terms and good bibliography of indexing.

16·228

Indians, American

SEE ALSO Anthropology; Archaeology; Ethnology; Government—United States; History—United States.

Collier's Encyclopedia, *American Peoples Encyclopedia*, and *Encyclopedia Americana* [all 5·1] are approximately equal in value as sources of brief entries on the various Indian tribes of the U.S. and the rest of North and South America. Generally shorter entries but on more tribes are to be found in the *New Century Cyclopedia of Names* [5·2]; this source is especially rich in entries on South American Indian tribes, including many extinct or nearly extinct ones.

The American Guide [15·4] includes in its prefatory material a brief section on the American Indian in the U.S. Each volume on the separate states in the "American Guide Series" also contains a longer section on the Indians living in the state formerly or at present.

The American Indian. Clark Wissler. New York: Oxford University Press. 1922. 474 pp.

"An introduction to the anthropology of the New World," this authoritative work discusses the Indians of both Americas. It devotes the first chapters to treatment of general subjects as related to Indian culture and way of life, including food, agriculture, arts

and crafts, social customs, religion, and mythology. Later chapters classify the various tribes by culture areas, archaeological groupings, language groups, and physical appearance. Chronology of cultures, linguistic tables, and detailed bibliography in the index. 82 illustrations, largely drawings and maps. Two large maps showing tribal locations in North and South America are folded within the back cover.

Book of American Indians. Ralph B. Raphael. New York: Fawcett Publications, Inc. 1953. 144 pp.

Primarily a picture book with 150 or more photographs, accompanied by basic data. No index but a detailed table of contents.

Dictionary of American History [16·216p] contains entries on many of the major tribes figuring in American history, plus much other incidental information on the Indians appearing in other entries and findable through the index.

A Guide to the Indian Tribes of Oklahoma. Muriel Wright. Norman, Okla.: University of Oklahoma Press. 1951. 300 pp.

Descriptions of each of the 65 different tribes that now live in Oklahoma, with brief histories of each tribe and discussion of their names, customs, and way of life. Bibliographies accompany each listing in addition to a general bibliography that mentions location of hard-to-find source materials.

Handbook of American Indians North of Mexico. Frederick Webb Hodge. Washington, D.C.: Government Printing Office. 1907-1910. 2 vols.

A publication of the U.S. Bureau of American Ethnology, this is an exhaustive and authoritative compilation of data on the history, culture, and way of life of virtually every Indian tribe known to exist or have lived in what is now the U.S. and Canada. Notes on Indian languages, tribal divisions, and other general information; the material on the individual tribes; and biographical data on prominent Indians. The many references to authorities constitute, in effect, a most comprehensive bibliography. The sections relating to the Canadian tribes, with some additional material, were published by Parmelee of Ottawa in 1913 (632 pages) as *Handbook of Indians of Canada*.

Handbook of South American Indians. Julian H. Steward. Washington, D.C.: Government Printing Office. 1946-1950. 6 vols.

A publication of the U.S. Bureau of American Ethnology, prepared in conjunction with the Department of State, the first four volumes are devoted to the various tribes of different regions, discussing them from the anthropologist's point of view. Vol. 5 treats the Indians' comparative ethnology. Vol. 6 discusses the tribes' physical anthropology, languages, and cultural geography.

Indians of the Americas. John Collier. New York: W. W. Norton & Company, Inc. 1947. 326 pp.

Primarily a historical survey, first of the Central and South American Indians and then of the North American Indians, with a summary. Indexed. A slightly abridged edition was published in paperback form by The New American Library of New York in 1948.

Indians of the Plains. Robert H. Lowie. New York: McGraw-Hill Book Company, Inc. 1954. 222 pp.

An anthropological handbook prepared under the sponsorship of the American Museum of Natural History, its title and sponsorship indicate accurately the scope and nature of the work.

Indians of the Southwest. Pliny Earle Goddard. New York: American Museum of Natural History. 1931. 208 pp.

A similar handbook to the above. Each work contains good bibliographies.

Indians of the United States. Clark Wissler. New York: Doubleday & Company, Inc. 1945. 319 pp.

Similar in approach to the same author's older *The American Indian* (see above) but limited to U.S. Indians and considerably more chatty, readable, and up to date. Each chapter discusses a different aspect of Indian culture and way of life. Question-and-answer appendix.

Indian Tribes of North America. John R. Swanton. Washington, D.C.: Government Printing Office. 1953. 726 pp.

A most comprehensive and up-to-date guide to the Indians of the U.S., Central America, the West Indies, Canada, and Alaska, arranged by state or region, well indexed and well cross-referenced.

List of Publications of the Bureau of American Ethnology. U.S. Bureau of American

Ethnology. Washington, D.C.: Government Printing Office. 1944. 68 pp.

A bibliography of one of the most important sources of material on the Indians, brought up to date through June 30, 1944. Author-title index.

North American Indians. Rose A. Palmer. New York: Series Publishers, Inc. 1949. 309 pp.

Vol. 4 of the "Smithsonian Series," this is a readable history of U.S. and Canadian Indian tribes with a discussion of their culture and society. Numerous illustrations and a reasonably detailed index.

North American Indians of the Plains. Clark Wissler. New York: American Museum of Natural History. 1941. 172 pp.

An anthropological handbook, part of the same series as *Indians of the Plains* and *Indians of the Southwest* (above). Useful bibliography.

A Pictorial History of the American Indian. Oliver La Farge. New York: Crown Publishers, Inc. 1956. 272 pp.

Several hundred illustrations depict the history, culture, and way of life of the Indians of both North and South America from the time of Columbus to the present. A detailed text accompanies the pictures.

Industrial Arts. SEE Design; Graphic Arts; Manufacturing.

16·229

Industrial Health and Medicine

SEE ALSO Medicine; Public Health; Safety.

Medicine in Industry. Bernhard J. Stern. Cambridge, Mass.: Harvard University Press. 1946. 209 pp.

Discusses all phases and problems of industrial medicine, health, and safety, with a multitude of statistical information, much of it arranged in tabular form. Detailed bibliography of source materials.

Industrial Relations. SEE Labor; Personnel Management; Vocations and Vocational Guidance.

Industry. SEE Business and Finance; Economics; Manufacturing; Trade and Commerce.

16·230

Insects

SEE ALSO Agriculture; Animal Life; Bees and Beekeeping; Butterflies and Moths; Chemistry and Chemical Engineering; Dragonflies; Gardening; Mosquitoes; Nature Study; Spiders.

The *American Peoples Encyclopedia* [5·1] probably contains the largest number of entries on the many different varieties of insects, with *Collier's Encyclopedia* and *Encyclopedia Americana* [both 5·2] running a close second.

American Social Insects. Charles D. Michener and Mary H. Michener. Princeton, N.J.: D. Van Nostrand Company, Inc. 1951. 267 pp.

A most readable series of chapters on the various social insects found in the U.S. and how their community lives function. The detailed index makes the book useful for reference.

Atlas of the Scale Insects of North America. Gordon Floyd Ferris. Stanford, Calif.: Stanford University Press. 1938-. 8 vols.

Pen-and-ink drawings in fine detail and in full-page size accompany concise descriptions of each variety of North American scale insects. Volumes are arranged by families. An index to the first four volumes appeared in Vol. 4, published in 1942.

A Brief History of Entomology. Herbert Osborn. Columbus, Ohio: Spahr and Glenn Co. 1952. 303 pp.

A general and readable history of the development of the science of insect study prefaces a biographical dictionary of the leaders of the science from the time of the ancient Greeks to the present. About 500 portraits of the persons listed.

Complete Book of Gardening [16·188] includes a most detailed and useful section on insect control for the gardener.

Destructive and Useful Insects. C. L. Metcalf, W. P. Flint, and Robert L. Metcalf. 3d ed. New York: McGraw-Hill Book Company, Inc. 1951. 1071 pp.

A most comprehensive textbook-style guide to all varieties of insect life. Good index and a very large number of excellent illustrations.

Field Book of Insects of the United States and Canada. F. E. Lutz. 3d ed. New York: G. P. Putnam's Sons. 1935. 510 pp.

A pictorial guide to the identification of the various common and many not so common insects of North America. Numerous color plates and an index.

Field Crop Insects. F. A. Fenton. New York: The Macmillan Company. 1952. 405 pp.

A description and discussion of field insects, arranged according to the functions they perform from the point of view of agriculturists. Many photographs and bibliographic listings.

Ford Farm Ranch Home Almanac [16·7] includes a section on insect control and new developments in insecticides for the gardener and the farmer.

The Gardener's Bug Book. Cynthia Westcott. New York: Doubleday & Company, Inc. 1956. 579 pp.

A revision of the author's previous *1,000 Garden Pests and How to Control Them*, this is a practical guide to the identification and handling of every known variety of insect that either plagues or helps the American gardener.

Index to the Literature of American Economic Entomology. Melrose Highlands, Mass.: American Association of Economic Entomologists. 1917- .

A bibliography of agricultural entomology including books, periodical material, and government publications. The first volume covered publications appearing in the years 1905-1914. Later volumes have covered five-year periods.

Insects. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1952. 780 pp.

The 1952 Yearbook of the Department of Agriculture, this contains several dozen arti-

cles on the various insect pests and aids to agriculture, methods of combatting insect depredations, and other related subjects. Thoroughly indexed and a number of useful bibliographies. As an appendix there are 72 color plates of familiar insects with descriptions and data on their control.

Insects: Their Ways and Means of Living. Robert Evans Snodgrass. New York: Series Publishers. 1943. 362 pp.

Vol. 5 of the "Smithsonian Series," this work discusses the insect world in general and the more important families and species in particular in a readable way. Good index and many illustrations.

Introducing the Insect. F. A. Urquhart. New York: Henry Holt and Company, Inc. 1949. 287 pp.

A popularly written introduction to the insect world, emphasizing identification of the more common varieties for the nature student and the collector. The hobbyist is also given information on collecting and mounting insects. Numerous illustrations, including some in full color.

An Introduction to Entomology. John Henry Comstock. 10th ed., rev. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1950. 1064 pp.

A most complete textbook on the insect world, useful for reference because of its index and wealth of detail. Many illustrations and considerable bibliography.

Manual for the Study of Insects. John Henry Comstock. 21st rev. ed. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1936. 401 pp.

An illustrated handbook for the identification of major insect varieties, with data describing them and their habits.

Matching the Hatch [16·169], written for the fly fisherman, describes the various flies on which trout feast, the times they hatch, their importance in the fish cycle, and what artificial flies best imitate each. The study includes stone flies, caddises, crane flies, midges, the May flies, and lesser types, more than 100 species in all.

Our Insect Foes and Friends and Spiders. Washington, D.C.: National Geographic Society. 1935. 252 pp.

A picture book of insect and spider life with several hundred paintings and photographs, many of them in full color. Adequate accompanying text.

Taylor's Encyclopedia of Gardening [16·188] contains especially extensive material on insects in relation to gardening, including many specific data on combatting insect pests.

Insignia. SEE Heraldry; Military Science; Signs and Symbols; Uniforms.

Institutional Management. SEE Business and Finance; Hospitals; Hotels and Motels.

16·231

Insurance

SEE ALSO Banks and Banking; Business and Finance; Investments; Salesmanship; Social Security.

Bankers Almanac and Yearbook [16·46] contains "a banker's guide to the principal insurance offices" of the world.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] contain directories of the major insurance companies of the various countries covered in each volume.

Cyclopedia of Insurance in the United States. New York: The Index Publishing Company. 1891- .

An annual guide to the insurance business in the U.S. Though contents are revised yearly, the basic information remains much the same. The work is divided into sections, the contents of which are usually arranged alphabetically. Separate directories of property insurance, life insurance, fire and marine insurance companies and life and casualty insurance organizations, with many miscella-

neous historical and statistical data. Other sections give data on court decisions concerning insurance issued since 1868. There is a glossary of insurance terms. A biographical section contains brief "Who's Who" types of biographies of prominent members of the insurance world and index of biographies included in previous editions. The entire work is indexed.

Dictionary of Insurance Terms. Washington, D.C.: Chamber of Commerce of the United States. 1949. 74 pp.

A brief glossary of insurance terminology, clearly and concisely written.

The International Maritime Dictionary [16·301] contains among its entries a fair number dealing with marine insurance.

Moody's Banks & Finance [16·40] contains basic information on more than 600 insurance companies, including a summary of total assets and data on net premiums written and in force. The investments of life insurance companies are described.

16·232

Interest

SEE ALSO Banks and Banking; Investments; Mathematics.

Coffin's Interest Tables. Rev. ed. Philadelphia: John C. Winston Company. 1935. 138 pp.

Tables of interest, simple and compound, arranged so that they can be quickly applied to specific problems of figuring interest. Other

data include postal rates, business forms, and business laws for banks and tax offices.

New Standard Ready Reckoner. New York: Permabooks, Inc. 1950. 207 pp.

Interest tables, tables of weights and measures, and formulas for mixing paints.

Ready Reckoner [16·272] includes interest tables among its data.

16·233

Interior Decoration

SEE ALSO Antiques; Architecture; Building and Contracting; Color; Design; Do-It-Yourself; Flower Arrangement; Furniture; Handicrafts; Lace; Lighting; Needlecraft; Painting;

Paints and Varnishes; Prints; Rugs; Sewing and Dressmaking; Textiles; Weaving; Wood; Wrought Iron.

The American Woman's New Encyclopedia of Home Decorating. Helen Koues. Rev. ed. New York: Garden City Books. 1954. 976 pp.

An exhaustive coverage of all facets and problems of interior decoration, organized by sections and covered by a detailed index. The new edition was rewritten to include new appliances and new materials. More than 1000 illustrations, most of them emphasizing the do-it-yourself tone of the work.

Art Index [8·5] includes in its listings many articles dealing with interior decoration.

Book of Furniture and Decoration. Joseph Aronson. Rev. ed. New York: Crown Publishers, Inc. 1952. 242 pp.

A heavily illustrated guide to home decoration, emphasizing the use of furniture and accessories.

Connaissance des styles [16·22] is especially useful to the interior decorator for its rapid identification of styles in furniture and its exemplification of textile designs.

Decorative Art. Rathbone Holme and Kathleen M. Frost, eds. New York: Thomas Y. Crowell Company. 1906—

A periodically issued publication, appearing every year or so, that includes illustrated chapters on various facets of interior decoration, such as furniture, ceramics, textiles, rugs, glass, silver, chinaware, lighting, and appliances. Recent issues run to about 150 pages, with some 600 illustrations, including a number in color.

Home Decorator's Guide. Marjorie Eustin.

New York: The Studio Publications, Inc. 1955. 142 pp.

A basic manual of the principles of interior decoration, including data on color matching, blending of fabrics, and mixing of styles.

House and Garden's Complete Guide to Interior Decoration. Rev. ed. New York: Simon and Schuster, Inc. 1953. 320 pp.

A heavily illustrated and most handsome guide to home decoration, prepared by the editors of *House and Garden* magazine. It is organized rather loosely in sections, some covering various periods and styles of furniture and decoration, others covering various basic problems of home decorating. One of the most useful features is a "Dictionary of Design," which consists of about 1000 line drawings of typical decorative details and pieces of furniture from each period arranged for easy identification. Final sections cover several more elementary decorating problems and processes from the do-it-yourself approach. Illustrations appear on nearly every page, including 94 pages in full color.

Painting and Decorating Encyclopedia. William Don Jarvis, ed. Chicago: Goodheart-Willcox Co. 1957. 288 pp.

"A complete library of professional know-how on painting, decorating and wood finishing in one easy-to-use volume." Data on paint selection, uses, and costs and a special section on paper hanging.

Plants Indoors [16·188] devotes considerable attention to the problems and ways of growing plants indoors to serve various decorative ends.

International Law. SEE Law; Political Science.

16·234

International Organizations

SEE ALSO History; League of Nations; Organizations; Political Science; United Nations. SEE ALSO 12·5 for international organizations useful as sources of information.

American Agencies Interested in International Affairs [16·312] lists in its most recent edition 363 U.S. organizations that are not international in character but deal with affairs that are international in scope.

Handbook of International Organizations in the Americas. Ruth D. Masters and others. Washington, D.C.: Carnegie Endowment for International Peace. 1945. 453 pp.

A descriptive guide to 109 international organizations, giving their complete history, functions, accomplishments, along with basic organizational data. Of the 109 listed, 82 are strictly inter-American in character; non-American countries belong to the remaining 27 in addition to the American members. Bibliographies are given for a number of the entries.

International Non-governmental Organizations. Lyman Cromwell White. New Brunswick, N.J.: Rutgers University Press. 1951. 325 pp.

Primarily a study of the organizations covered, their role and contributions, in general and in specific fields. Part I treats the groups in general. Part II outlines their contributions in 12 specific fields. Part III discusses their relationship with government organizations. An appendix lists and gives brief data on the various international nongovernmental organizations recognized by the UN. Short bibliography and index.

International Organization. World Peace Foundation. Boston: The Foundation. 1947- .

A quarterly publication, each issue contains articles on various international organizations, emphasizing the UN, its subsidiary organizations, and other groups currently in the spotlight. Numerous documents, frequent detailed bibliographies, and excellent index in each issue.

International Organizations in Which the United States Participates. The Department of State. Washington, D.C.: Government Printing Office. 1950. 335 pp.

A guide to 66 organizations of which the U.S. is a member, giving the history, functions, and accomplishments of each in full detail, arranged by basic function. An appendix giving brief notes on other international organizations that are now defunct or

in which the U.S. no longer participates. Indexed.

Union List of Publications of International Congresses and Conferences, 1840-1937. New York: The H. W. Wilson Company. 1938. 229 pp.

Compiled under the direction of the Bibliographical Society of America, this is a comprehensive listing of publications by or about international congresses dealing with such subjects as medicine, agriculture, public health, and labor during nearly a century. Listings are keyed to libraries that hold the publications. Subject index to the listings, which are arranged by the title of the congress to which they apply.

U.S. Citizens in World Affairs [16·312], a directory of nongovernmental organizations interested in international affairs that are entirely American or in which Americans participate, gives brief data on a wide variety of groups.

Yearbook of International Organizations. Brussels: Union of International Organizations. 1950- .

An annual publication of major proportions, recent editions have filled about 1200 pages with data on the basic structure of virtually all international organizations and their accomplishments and activities during the years covered.

16·235

International Relations

SEE ALSO Current Events; Dates; History; International Organizations; Political Science.

Deadline Data on Foreign Affairs. New York: Deadline Data, Inc. 1956- .

Subscribers to this unique service receive a small filing cabinet filled with a minimum of 2000 large cards arranged numerically under subjects which, in turn, are arranged alphabetically. Subjects include all countries, with subheadings (e.g., Government, History, Economic Affairs) for some of the larger countries, international organizations, international problems, and similar headings, about 500 in all. On the cards are given, for countries, an outline of the governments, their principal members, basic history, and recent events in which they have figured arranged chronologically. Many quotations from a variety of U.S. or foreign publications are included, which furnish a valuable bibliog-

raphy of source materials. Each week, new events are recorded and appended to their proper cards. Subscribers then receive the revised cards, about 35 to 40 a week, and replace outdated cards with them. Thus, the entire collection of information is kept constantly up to date. Listings of U.S. information deal only with U.S. foreign relations; listings under foreign countries cover a wider range of affairs, both domestic and international in scope, that impinge on international relations and problems.

The Diplomatic Yearbook. New York: Funk & Wagnalls Company. 1951. 836 pp.

This publication, which expired after its initial issue, contains general information on the methods used by practical and professional diplomats in conducting their affairs, plus a directory of diplomatic personnel of all countries.

Documents on American Foreign Relations [16·137] provides basic source materials on an annual basis on all aspects of U.S. relations with foreign countries.

Documents on International Affairs [16·137] provides excellent primary source materials on all aspects of international relations.

Facts on File [6·2] is most useful for confirming dates and basic facts on major aspects of international affairs on a week-to-week basis. Relatively little detail, however.

Foreign Affairs Bibliography. Council on Foreign Relations, Inc. New York: Harper & Brothers. 1933-1955. 3 vols.

A series of books listing and annotating selected books in the broad field of international relations. Vol. 1 covered publications appearing in the years 1919-1932; Vol. 2, the decade 1932-1942; Vol. 3, the years 1942-1952. Each volume has exceeded 600 pages in length. Presumably, later volumes will appear in the series.

Free and Inexpensive Materials on World Affairs. Leonard Stout Kenworthy. Washington, D.C.: Public Affairs Press. 1956. 94 pp.

A listing of pamphlets and other publications that can be obtained for low cost or free dealing with current world problems, U.S. foreign affairs, and world regions and specific countries. The arrangement is by subject. A list of publishers or organizations furnishing the listed materials appears in the appendix.

A Guide to Bibliographical Tools for Research in Foreign Affairs. Helen F. Conover. Washington, D.C.: Government Printing Office. 1956. 252 pp.

Prepared in the Reference Department of the Library of Congress, this publication consists of an annotated list of bibliographies, handbooks, indexes, manuals, and other publications of special use in the study of international affairs. Author-title-subject index.

Keesing's Contemporary Archives [6·2] covers international affairs in somewhat greater detail than *Facts on File* [6·2] and includes many events not mentioned or barely touched on in that publication, though it somewhat slights U.S. affairs. It is perhaps most valuable for its publication of the complete text or

selected portions of treaties, conference communiqués, and the like.

International Relations. George B. de Huszar and Alfred de Grazia, Jr. 2d ed. New York: Barnes & Noble, Inc. 1953. 339 pp.

A brief outline of the principles and procedures of international relations, with considerable history, made especially useful through the inclusion of many maps.

Political Yearbook [16·127] summarized the events in international relations during the years covered (1951, 1952).

United Nations Association Yearbook. London: Hutchinson & Co. (Publishers), Ltd. 1945- .

An annual publication devoted to the principal events in foreign affairs for the year covered. Sections on the governments of each member country of the UN, texts of important treaties and other agreements of the year, and an extensive bibliography of current books in the field.

United States Associations in World Trade and Affairs [16·312] lists all types of U.S. organizations interested in international affairs, such as importing-exporting groups, trade associations, chambers of commerce involved in international trade, and private organizations devoted to world peace or other international interests.

The United States in World Affairs. Council on Foreign Relations, Inc. New York: Harper & Brothers, 1935- .

An annual survey of American foreign policy and actions in the field of international relations, reasonably unbiased and objective in its approach. Bibliography of selected publications in the field, a chronology of world events during the year, many maps and charts, and an index. Current volumes run to about 500 pages in length.

White's Political Dictionary [16·339] contains a large number of entries defining and describing terms associated with international relations.

The Year Book of World Affairs [16·123], an annual publication since 1947, surveys recent international problems and issues, with a comprehensive bibliography. Vol. 10 indexes the first 10 volumes of the annual.

16·236

Inventions

SEE ALSO Communications; Dates; Engineering; First Facts; History; Holidays and Anniversaries; Manufacturing; Patents and Patenting; Science; Technology; Trademarks and Trade Names.

American Peoples Encyclopedia, Encyclopedia Americana, World Book Encyclopedia [all 5·1], and *The World Almanac* [6·2] list in tabular form major inventions of the world, dates, and names of inventors or discoverers.

American Science and Invention. Mitchell Wilson. New York: Simon and Schuster, Inc. 1954. 437 pp.

A heavily illustrated history of American scientific discoveries and inventions, solidly documented. An index facilitates using the work for reference.

Dictionary of American History [16·216p] records the dates and names of inventors of a large number of inventions of U.S. origin. This material can be most quickly found through using the index, since it seldom appears under a subject heading directly pertaining to the invention.

Famous First Facts and More First Facts [both 16·166] record the dates and circumstances of many inventions and are especially

useful in locating data on inventions of obscure or trivial items.

Great Inventions. Charles Greeley Abbot, ed. New York: Series Publishers, Inc. 1949. 400 pp.

Vol. 12 of the "Smithsonian Series," this work chronicles inventions in all fields, discussing them by general field. Many illustrations and detailed index.

History of Manufactures in the United States [16·265] contains much information on inventions in industry.

A History of Technology [16·432], which is planned to cover when completed nearly every major field of applied science and technology from 700 B.C. to the present, naturally includes much information on inventions of all types.

Things. Geoffrey Grigson and Harvard Gibbs-Smith, eds. New York: Hawthorn Books, Inc. 1956. 466 pp.

Vol. 3 of the collection *People, Places and Things*, this work is "a volume about the origin and early history of many things, common and less common, essential and inessential." Some 450 entries, alphabetically arranged, treat inventions of various kinds in a highly readable fashion. Maps, photographs, and other illustrations, some of them in color.

16·237

Investigation

The Investigator's Handbook. Arthur Liebers and Carl Vollmer. New York: Arco Publishing Co., Inc. 1954. 235 pp.

A handbook for the private investigator, it

describes methods and principles of the occupation, with various sections treating the techniques and sources of information used in personnel, insurance, divorce, credit, and bankruptcy investigations.

16·238

Investments

SEE ALSO Banks and Banking; Business and Finance; Economics; Insurance; Interest; Manufacturing; Marketing and Market Research; Natural Resources; Real Estate; Taxation; Trade and Commerce.

Corporations Records Service [16·69] contains financial information on corporations and their securities.

Crowell's Dictionary of Business and Finance [16·69] contains definitions of virtually every important term in the field of investments.

Encyclopedia of Banking and Finance [16·40] discusses at considerable length major subjects in the general field of investments. At the end of major entries, well-selected bibliographies are appended.

How to Invest. New York: Merrill Lynch, Pierce, Fenner and Beane. 1954. 28 pp.

This free publication describes the different kinds of securities and how to go about investing in them. Brief bibliography of books in the field especially useful to the layman.

Investors' Road Map. Alice B. Morgan. New York: Simon and Schuster, Inc. 1956. 145 pp.

A highly practical and simply written guide to investment, prepared by a successful contestant on the "\$64,000 Question" program.

Moody's Banks & Finance [16·40], in addition to its basic data on U.S. banks, real estate firms, and mortgage and finance companies, includes information on more than 300 investment trusts, long-term price-range tables, performance studies of investment companies, the investments of life insurance companies, and the tax status of stocks and bonds.

Moody's Bond Survey. New York: Moody's Investors Service. 1909- .

A weekly publication providing the subscriber with up-to-date information on all types of bonds. Indexed quarterly.

Moody's Governments and Municipals [16·339] furnishes information on the bonds of the local, state, and Federal governments of the U.S. and of foreign governments, plus basic data needed in handling investments in these bonds intelligently. Moody's ratings of bond issues are given.

Moody's Industrials [16·265] provides information on every industrial corporation in which there is public investment, currently more than 4200 manufacturing concerns in the U.S. and some 30 foreign countries. Moody's ratings of the securities of these corporations are included.

Moody's Public Utilities [16·364] provides information, financial and otherwise, on more than 2000 public-utility corporations of the U.S., Canada, and foreign countries, with descriptions of their stocks and bonds and Moody ratings of these securities. Many of the investment data are further analyzed in tables and charts.

Moody's Stock Survey. New York: Moody's Investors Service. 1909- .

A weekly publication providing subscribers with all kinds of current information affecting investments in stocks. Indexed quarterly.

Moody's Transportation [16·446] includes detailed information of special interest to the investor on more than 1200 U.S. and Canadian companies engaged in all phases of transportation, with descriptions of their stocks and bonds and Moody ratings of them.

16·238a Iron and Steel

SEE ALSO Manufacturing; Metallurgy; Minerals; Technology.

An Encyclopaedia of the Iron and Steel Industry. A. K. Osborne. New York: Philosophical Library, Inc. 1956. 558 pp.

A work of British origin containing alphabetically arranged entries treating all aspects of the iron and steel industry, including processes, plants and plant equipment, materials, and the history of this and allied industries. Numerous diagrams and a number of useful bibliographies.

Ironwork. SEE Wrought Iron.

Islam. SEE Mohammedanism.

16·239 Jazz

SEE ALSO Folk Music; Music; Popular Music; Recordings.

The Encyclopedia of Jazz [14·4], besides about 1000 biographies of famous jazz figures, includes a "Hall of Fame" of jazz, a recommended collection of basic jazz records, a glossary of jazz terms, a directory of jazz organizations, a list of jazz record companies, and a bibliography of reference works and other books in the field. The publishers began in 1956 to publish *The Encyclopedia Yearbook of Jazz*, designed to supplement and bring up to date the basic publication.

Guide to Jazz. Hugues Panassié. Boston: Houghton Mifflin Company. 1956. 319 pp.

An encyclopedic survey of jazz, including definitions of jazz terms and forms, descriptions of jazz musical instruments, and entries on noted jazz musical selections. Of special value are the biographies of leading jazz musicians, primarily performers, complete with discographies.

A Guide to Longplay Jazz Records [16·376] lists alphabetically most LP jazz records issued through late 1953.

Hot discographie encyclopédique [16·376] will be when completed an encyclopedic listing of jazz records issued in all parts of the world.

The Literature of Jazz. Robert George Reisner. New York: New York Public Library. 1954. 53 pp.

An annotated bibliography of jazz.

Metronome Yearbook. New York: *Metronome*. 1950- .

An annual (except for 1953) publication, including stories, pictures, and other reference data on jazz personalities, organizations, etc.

New Hot Discography [16·376] lists almost all important jazz records issued up to late 1947.

16·240

Jehovah's Witnesses

SEE ALSO Protestantism; Religion.

Jehovah's Witnesses Yearbook. Watch Tower Bible and Tract Society. New York: The Society.

An annual publication giving information on the sect and its activities.

Jet Propulsion. SEE Aviation; Rockets and Guided Missiles; Technology.

16·241

Jewels and Jewelry

SEE ALSO Ceramics; Dress; Mineralogy.

Dictionary of Gems and Gemology. Robert M. Shipley. 5th ed. Los Angeles: Gemological Institute of America. 1951. 261 pp.

A glossary of more than 4000 English and foreign words, terms, and abbreviations to be found in English literature in connection with gems and jewelry or used in the gem, jewelry, and art fields. The most recent editions contain added material on synthetic stones. Brief histories of many famous jewels. Many data are essentially mineralogic.

Gem Hunter's Guide. Russell P. MacFall. Chicago: Science & Mechanics Publishing Co. 1951. 187 pp.

An illustrated manual for the amateur hunter of precious and semiprecious stones in the U.S. It describes the most likely spots to find various stones, what to look for, how to go about extracting stones.

Gems and Gem Materials. Edward H. Kraus and Chester B. Slawson. 5th ed. New York:

McGraw-Hill Book Company, Inc. 1947. 325 pp.

A textbook on a rather elementary level on precious and semiprecious stones, useful for reference particularly for its many tables and detailed bibliography.

The Jewelry Repair Manual. R. Allen Hardy and John J. Bowman. Princeton, N.J.: D. Van Nostrand Company, Inc. 1956. 157 pp.

Written for the skilled hobbyist, this handbook outlines the basic methods used in all aspects of jewelry repair. Numerous diagrams and line drawings.

The Retail Jeweler's Handbook. A. Selwyn. New York: Chemical Publishing Company, Inc. 1950. 418 pp.

A guide to all aspects of the retail jeweler's trade, describing the various types of jewelry and the materials used in making them, how they are manufactured, how to organize and operate a jewelry store or department. Appendixes include tables of weights, melting points, and specific gravity. Indexed.

Jews. SEE Judaism.

Jokes. SEE Public Speaking.

16·242

Journalism

SEE ALSO Magazines; Newspapers; Publishing; Writing.

"An Annotated Bibliography on Journalistic Subjects in American Magazines" [8·5] lists articles published from 1930 on.

Editor and Publisher's International Yearbook issue [16·305] includes a directory of journalistic associations in the U.S. and Canada

and a bibliography of current publications in the field.

New Survey of Journalism. George F. Mott. 3d ed. New York: Barnes & Noble, Inc. 1953. 444 pp.

A history of journalism and survey of journalistic principles. One of the "College Outline Series."

16·243

Judaism

SEE ALSO Bible; Holidays and Anniversaries; Religion.

American Jewish Yearbook. Philadelphia: Jewish Publication Society of America. 1899- .

An annual publication containing a variety of information about the Jewish community of the U.S. Recent editions run to about 500 pages. Much biographical information, sociological and historical studies of Jewish life in the U.S. and abroad, lists of Jewish organizations and publications, and bibliographies of books and special Jewish interest.

A Book of Jewish Curiosities. David M. Hausdorff. New York: Crown Publishers, Inc. 1955. 273 pp.

An anthology of selected excerpts from past and recent Jewish literature, with an emphasis on the great religious works of Judaism: *The Torah*, *The Mishnah*, *The Talmud*, and *The Midrash*. Each selection is commented on. Also a chronology and description of the major works of Jewish literature.

Encyclopaedia Hebraica [5·3] is, of course, one of the major sources of information on all aspects of Jewish history, religion, and culture for all Hebrew-reading persons.

Festivals of the Jewish Year [16·219] lists and describes in detail each of the traditional Jewish observances.

The Jewish Book Annual [9·2] lists current publications by or about Jews.

The Jewish Chronicle Travel Guide [15·2] contains a Jewish calendar with a list of festivals and fasts, lists of Jewish organizations, much other travel information of interest to Jews, and additional miscellaneous data on Jewish life and culture throughout the world.

Jewish Education Register and Directory [16·148], a biennial publication provides a comprehensive listing of Jewish educational institutions, organizations, libraries, museums, and summer camps in the U.S.

Jewish Encyclopedia. Isidore Singer, mng. ed. New York: Funk & Wagnalls Company. 1901-1906. 12 vols.

Now rather out of date, this work is primarily useful today for its biographies of persons seldom mentioned in other reference works and for its entries on such topics as the basic elements of the Jewish religion and the older Jewish literature, not so subject to need for updating and revision. A highly scholarly work that deals with the "history, religion, literature, and customs of the Jewish people from the earliest times to the present day."

A Jewish Tourist's Guide to the United States [15·4] contains much information on the history and development of the Jewish community in the U.S.

Jewish Year Book. London: *The Jewish Chronicle*. 1896- .

A British publication containing many statistical and other data on the Jewish community of Great Britain and, to a lesser extent, of the rest of the world. Directory of Jewish organizations, list of recent books by or about Jews, and biographical data on prominent Jews.

Pictorial History of the Jewish People. Nathan Ausubel. New York: Crown Publishers, Inc. 1953. 346 pp.

A collection of more than 1200 illustrations with suitable accompanying text depicting Jewish history from its Old Testament beginnings to the present.

Sacred Books of the East [16·379] includes English translations of the principal religious

literature of Judaism. The index permits location of most names and subjects mentioned in the text.

A Treasury of Jewish Quotations [16·369] contains about 10,000 quotations from Jewish sacred and secular literature, as well as from speeches or letters of prominent Jews from early times to the present, classified by subject.

Universal Jewish Encyclopedia. Isaac Landman, ed. New York: Universal Jewish Encyclopedia, Inc. 1939–1944. 11 vols.

The first 10 volumes of this work constitute a collection of perhaps about 15,000 entries

covering every phase of Judaism and Jewish life, history, religion, and culture from earliest to Hitlerian times. Entry titles include biographical and geographical names as well as general subjects. Most entries are signed by leading authorities, and bibliographies are appended to many of them. The style is popular in its simplicity, and well-selected illustrations add to the usefulness and attractiveness of the work. Vol. 11 is a brief “reading guide and index.” This is not an index proper but rather a classification of the major entries in the work. Perhaps its greatest use is in its classification of biographies by the fields in which the subjects gained their fame.

16·244

Jujitsu

SEE ALSO Sports; Wrestling.

Judo Katas, fundamentals of throwing and mat techniques. Charles Yerkow. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1955. 163 pp.

An illustrated manual showing the how-to of 30 formal throws and mat holds used in the sport.

16·245

Junior Colleges

SEE ALSO Colleges and Universities; Education.

American Junior Colleges. Jesse P. Bogue, ed. 4th ed. Washington, D.C.: American Council on Education. 1956. 584 pp.

A comprehensive directory of about 600 junior colleges in the U.S. An introductory section discusses the history of, trends in, and accreditation of junior colleges. The main body lists each institution alphabetically by states, with such data as its history, function, accreditation, calendar, requirements, fees, staff, courses, new developments, number of graduates, current enrollment, library, publications, finances, student aid, buildings, and administrative officers. Appendixes include data on the American Council of Education and the American Association of Junior Colleges, classified data in tabular form on the various junior colleges, lists of institutions giving special courses. General index and index to institutions.

Books for Junior Colleges [9·5] is a buying guide for the junior college library.

College and Private School Directory [16·103] contains a directory with basic information, of junior colleges located in the U.S. and Canada.

Junior College Directory. Washington, D.C.: American Association of Junior Colleges. 1927– .

An annual directory, presenting much the same information revised and brought up to date as is contained in the main body of *American Junior Colleges* (see above). An “analysis of growth” section is revised yearly.

Junior Colleges and Specialized Schools and Colleges. 2d ed. Boston: Porter Sargent. 1955. 336 pp.

A directory of schools that includes selected junior colleges. There is a descriptive text followed by a detailed breakdown by specialized curricula. Schools are also classified by type. Indexed. About 600 junior colleges and about 2300 other institutions are included. Basic data are given for each.

Juvenile Delinquency. SEE Child Care and Guidance; Criminology.

Juvenile Literature. SEE Children's Literature.

16·246

Knitting

SEE ALSO Needlework.

Crochet and Knitting for Every Woman. Isabelle Stevenson. New York: The Grey-stone Press. 1947. 344 pp.

A heavily illustrated guide to crocheting and knitting specific items, arranged item by item.

Handy Knitting Library. Marti. New York: Blue Ribbon Books, Inc. 1949. 4 vols.

A collection of four 30-page pamphlets de-

scribing and illustrating the process of knitting several dozen basic items.

Odhams Encyclopaedia of Knitting. James Norbury and Margaret Agutter. London: Odhams Press Limited. 1956. 464 pp.

Detailed directions for basic knitting and for the creation of all types of knitted fabrics and patterns, including lace. Also discussions of the history of knitting, standard knitted garments, accessories, and machine knitting. Patterns for 32 different standard knitted garments are included. Heavily illustrated with diagrams and photographs.

Knots and Splices. SEE Boy Scouts; Navigation and Seamanship.

Koran. SEE Mohammedanism.

16·247

Labor and Labor Unions

SEE ALSO Business and Finance; Cooperatives; Economics; Manufacturing; Natural Resources; Personnel Management; Retirement; Social Science; Vocations and Vocational Guidance.

World Book Encyclopedia [5·1] has separate entries on several dozen of the major national labor unions of the U.S.

American Federation of Labor: History, Encyclopedia, Reference Book. Washington, D.C.: American Federation of Labor. 1919-1924. 2 vols.

An out-of-date work, now primarily useful for historical research, Vol. 1 contains an encyclopedia of nearly 1000 topics relating to the history of the AFL, primarily actions taken at different national conventions. Additional data of more recent date appear in Vol. 2. There is also much other information, including a table of member unions.

The American Guide [15·4] includes an introductory chapter giving a brief history of the labor movement in the U.S. Individual volumes on the various states in the "American Guide Series" [15·4] include similar chapters on the labor movements in the different states.

American Labor Unions: What They Are and How They Work. Florence Peterson. Rev.

ed. New York: Harper & Brothers. 1952. 270 pp.

This useful guide to the labor movement includes a history of unions and their activities, a glossary of labor terms, a list of unions by industries, and a directory of international unions with the addresses of their headquarters.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] contain sections on the labor movements in the various countries treated in each publication.

CCH Dictionary of Labor Law Terms [16·253] contains fairly lengthy definitions and discussion of legal terms especially applicable to labor situations.

Dictionary of Economics [16·147] defines and discusses briefly several hundred terms used in labor unionization and labor-management relations.

Dictionary of Labor Economics [16·147] is a glossary of selected labor terms.

Directory of Labor Unions. U.S. Bureau of Labor Statistics. Washington, D.C.: Government Printing Office. 1943- .

A semiannual publication listing state, national, and international unions in the U.S., with addresses of headquarters, names of

officers, names of publications, size, and other data. This publication combines the contents of the bureau's previous *Directory of AFL Unions* and *Directory of CIO Unions*, published from 1939 to 1942.

The Economic Almanac [16·69] contains considerable statistical data, much of it in tabular form, on labor in the U.S.

Employment and Wages in the United States. W. S. Woytinsky and others. New York: The Twentieth Century Fund, Inc. 1953. 777 pp.

A detailed study of the U.S. working force and the conditions of labor in the U.S., including a study of labor unions and their relations with management. Of special reference value are the some 360 tables and 86 charts showing various statistical and other data.

The Handbook of Industrial Relations [16·323] is a guide to labor relations in general and management-union relations in particular. Lengthy bibliography of recent books and periodicals on the subject.

Handbook of Labor Statistics. U.S. Bureau of Labor Statistics. Washington, D.C.: Government Printing Office. 1927- .

A new volume in this series appears about every three or four years, with the data in the first volume dating back to 1924. Each volume contains a summary of the most important statistical information disseminated by the bureau during the period covered. Arranged in a good format for reference.

Handbook of Labor Unions. Florence Peterson. Washington, D.C.: Public Affairs Press. 1944. 415 pp.

A listing of all national and international labor unions in the U.S., with complete basic information about each of them.

Index to Labor Articles [8·5] provided a fairly thorough listing of articles in periodicals relating to the labor movement that appeared between 1926 and late 1953, when the publication of the index was suspended.

The International Labor Directory and Handbook. 2d ed., rev. New York: Frederick A. Praeger, Inc. 1955. 1000 pp.

A detailed listing of national and international labor unions as well as governmental

and private organizations involved in the labor movement. Officials of unions and organizations and names of some private individuals connected with labor are given. Labor libraries, labor periodicals, labor lawyers and consultants, etc., are included.

The International Labour Code, 1951. Geneva: International Labour Office. 1952. 2 vols.

"A systematic arrangement of the conventions and recommendations adopted by the International Labour Conference, 1919-51, with appendices embodying other standards of social policy framed by or with the cooperation of the International Labour Organisation, 1919-51."

Labor Dictionary. P. H. Casselman. New York: Philosophical Library, Inc. 1949. 554 pp.

A comprehensive collection of labor terms and topics arranged alphabetically, with reasonably detailed definitions or explanations.

Labor-Personnel Index [8·5] contains a comprehensive listing of material appearing in books and periodicals relating to labor and personnel management, with an abstract of the material in each item listed.

The Management Dictionary [16·323] defines terms in the field of personnel management including many important specifically labor terms.

New Dictionary of American Politics [16·339] treats a number of terms dealing with labor and the labor movement.

A Source List of Selected Labor Statistics. Social Science Group, Special Libraries Association. Rev. ed. New York: The Association. 1950. 79 pp.

A bibliography of statistical data on labor.

Year Book of Labour Statistics. Washington, D.C.: International Labour Office.

An annual publication of more than 500 pages, published in English, French, and Spanish. Each year's edition includes annual, quarterly, and monthly statistics on all aspects of labor questions from all parts of the world, up to date through about 18 months prior to each year's publication date.

16·248 Laboratories

SEE ALSO Engineering; Manufacturing; Medicine; Science; Technology.

Directory of Biological Laboratories. 5th ed. Chicago: Burns Compiling and Research Organization. 1951. 164 pp.

A listing, with a buyers' guide, of U.S. biological laboratories.

Directory of Commercial and College Laboratories. U. S. National Bureau of Standards. Washington, D.C.: Government Printing Office. 1947. 65 pp.

A guide to about 220 commercial laboratories and 180 college laboratories that are

able to conduct commodity tests. The special facilities of each laboratory are given.

Industrial Research Laboratories in the United States. National Research Council. 10th ed. Washington, D.C.: The Council. 1956. 560 pp.

Lists about 3000 industrial research laboratories including consulting laboratories. According to the publishers, the next edition will list about 4000 organizations, indicating their sponsorship and the various services they offer. Indexes show geographical locations, personnel, and types of research activities.

16·249 Lace

SEE ALSO Dress; Needlecraft.

Lace and Lace Making. Marion Powys. Boston: Charles T. Branford Company. 1953. 219 pp.

A guide to the various types of lace made around the world along with do-it-yourself instructions on lacemaking. About 300 illustrations.

16·250 Lacrosse

SEE ALSO Sports.

Official NCAA Lacrosse Guide. National Collegiate Athletic Association. Forest Hills, N.Y.: The Association.

A triennial publication of about 70 pages, this gives the official rules for the game and lists teams, leagues, and records.

Landscape Gardening. SEE Gardening.

16·251 Language

SEE ALSO Anthropology; Child Care and Guidance; Correspondence; Ethnology; Grammar; Journalism; Literature; Public Speaking; Publishing; Punctuation; Spelling; Writing. SEE ALSO Chapter 7 (Books about Words).

Collier's Encyclopedia and *Encyclopaedia Britannica* [both 5·1] provide the most detailed information in the field of linguistics and philology of all the general encyclopedias. *Collier's* probably leads in the number of entries, while *Britannica's* entries in most cases are lengthier. *New Century Cyclopedia of Names* [5·2] contains entries on virtually every language and dialect, giving only brief data, however, and almost no linguistic information on the separate languages.

Annual Bibliography of English Language and Literature [16·259f] has, with only brief interruption, since 1920 provided a comprehensive listing of books and periodical material dealing with studies in the English language. Beginning with 1955, the listing has also included works in English dealing with all modern languages.

A Basic Semitic Bibliography. William Sanford LaSor. Wheaton, Ill.: Van Kampen Press. 1950. 56 pp.

A listing of works dealing with linguistic studies in 15 Semitic languages, each of which is also briefly described. Though the bibliography is general, the annotations emphasize the values of the books listed for Biblical studies.

Bibliography on the Teaching of Modern Languages. UNESCO. New York: Columbia University Press. 1955. 107 pp.

An international listing of primarily contemporary works in the field.

Brewer's Dictionary of Phrase and Fable [6·3] contains numerous entries of an etymological nature, describing the origins of various phrases and uncommon words.

Dictionary of Anthropology [16·20] includes a fair number of entries in the field of linguistics.

Dictionary of Linguistics. Mario Pei and Frank Gaynor. New York: Philosophical Library, Inc. 1954. 238 pp.

Basically a glossary of several thousand terms in all fields of language study, briefly defined. Identifications of the various language groups, languages, and dialects are also included. Alphabetical arrangement.

English through Pictures. I. A. Richards and Christine M. Gibson. New York: Pocket Books, Inc. 1945.

Useful for a quick look at how various languages appear in typescript, since its preface is repeated in 41 different languages. Sentences with the pictures are in Basic English, with an index to the words at the end of the book.

Geography of Language. Mario A. Pei. New York: Vanni Publications. 1944. 77 pp.

A brief guide to the geographical origins, migrations, and present locations of language families and their members.

Guide to the Slavonic Languages. R. G. A. DeBray. London: J. M. Dent & Sons, Ltd. 1951. 797 pp.

A series of quite detailed descriptions of the various Slavonic languages, including selections from their literatures. Also extensive bibliography of various works, including linguistic studies, grammars, and dictionaries, in English, French, and German.

A Handbook of Comparative Grammar [16·201] analyzes grammar through parts of speech, comparing English with Spanish,

French, Portuguese, Italian, and German. Exceptionally well organized for reference.

How to Learn a Foreign Language. E. T. Cornelius, Jr. New York: Thomas Y. Crowell Company. 1955. 109 pp.

A how-to book that pin-points the problems of language study and in the course presents a useful analysis of the constituent parts of language.

Loom of Language [7·3] presents one of the most useful studies available for the layman of the basic nature of language and the development of the various language families and their members.

Manual of Foreign Languages. Georg F. von Ostermann. 4th ed., rev. and enl. New York: Central Book Company. 1952. 414 pp.

Originally prepared by the Government Printing Office, this work is intended "for the use of librarians, bibliographers, research workers, editors, translators and printers." Taking up the various major and many minor languages in alphabetical order, it describes simply the basic nature, grammar, and peculiar features of each language. Non-Roman alphabets are included for most languages written in them. Unquestionably the most useful reference work available for persons needing to know *about* a language without having actually to learn or study it.

Modern French Literature and Language [16·259h] lists many useful works on the study of the French language.

The Negro-African Languages. Lillas Hom-burger. London: Routledge and Kegan Paul, Ltd. 1949. 275 pp.

A most useful guide to the structure and nature of the various African dialects, containing data almost impossible to find elsewhere.

Style Manual [4·4] of the Government Printing Office contains basic information on 19 major foreign languages similar in content to the more comprehensive data included in *Manual of Foreign Languages* (above).

A collection of the written or spoken dying words of about 1600 different famous people of all places and times. Sources are given, and explanations included when necessary.

16·252

Last Words

SEE ALSO Quotations.

A Dictionary of Last Words. Edward S. LeComte. New York: Philosophical Library, Inc. 1954. 267 pp.

16·253

Law

SEE ALSO Adoption; Business and Finance; Civil Rights; Congress, U.S.; Copyright; Ecclesiastical Law; Legislation; Parliamentary Law and Procedure; Patents and Patenting; Political Science.

The various general encyclopedias usually confine their treatment of law to entries on the more common legal terms of lay interest, increasing their number of entries and breadth of treatment in proportion to their over-all size and scope. *Encyclopaedia Britannica* [5·1] will be found especially useful for detailed entries, particularly on British and Scottish law. *Encyclopedia Americana*, *American Peoples Encyclopedia*, and *Collier's Encyclopedia* [all 5·1] are about equally useful as sources on American law.

American Bar [14·4], a directory of U.S. and Canadian lawyers, also lists legal firms and indicates the special character of each.

A Bibliography of Comparative and Foreign Law Books and Articles in English. Charles Szladits. New York: Oceana Publications. 1955. 450 pp.

A comprehensive listing in the field, prepared for the Parker School of Foreign and Comparative Law of Columbia University.

Black's Law Dictionary. Henry Campbell Black. 4th ed. St. Paul, Minn.: West Publishing Company. 1951. 1882 pp.

"Definitions of the terms and phrases of American and English jurisprudence, ancient and modern, and including the principal terms of international, constitutional, ecclesiastical, and commercial law, and medical jurisprudence, with a collection of legal maxims, numerous select titles from the Roman, modern, civil, Scotch, French, Spanish and Mexican law, and other foreign systems, and a table of abbreviations." A highly respected standard reference work.

Bouvier's Law Dictionary and Concise Encyclopedia. 8th ed., rev. St. Paul, Minn.: West Publishing Company. 1914. 3 vols.

A rather more extensive reference work, somewhat out of date at present but still useful for its authoritative statements concerning basic points of law. Some knowledge of legal terminology is necessary for extensive use.

CCH Dictionary of Labor Law Terms. 2d ed. Chicago: Commerce Clearing House. 1953. 144 pp.

A descriptive dictionary of several hundred legal terms as applied to the special problems of labor relations.

Corpus Juris. William Mack and W. B. Hale, eds. New York: American Law Book Company. 1914-1937. 72 vols.

A lawyer's necessity, of use to the layman with some understanding of law, this work is "a complete and systematic statement of the whole body of the law as embodied in and developed by all reported decisions." The final volume contains indexes and a concordance. The same publishers began publishing in 1937 a new edition of this work under the title *Corpus Juris Secundum*, subtitled "a complete restatement of the entire American law as developed by all reported cases." Even when this publication is completed, however, the basic volume will remain useful for its more fundamental coverage of the law.

The Cyclopedic Law Dictionary. Walter A. Shumaker and George F. Longsdorf. 3d ed. Chicago: Callaghan & Co., Inc. 1940. 1188 pp.

A basic dictionary of the law, not so detailed as some others and somewhat more easily understood by the layman. It emphasizes American law.

The Dictionary of Business and Industry [16·69] contains entries defining a large number of legal terms, especially those dealing with commerce and banking.

Dictionary of Economics [16·147] contains definitions of a number of legal terms in the general area of finance and business.

Dictionary of Legal Terms: Spanish-English and English-Spanish [7·3] gives the equivalents in both languages of all major and many minor legal terms.

Encyclopedia of Banking and Finance [16·40] defines and describes in considerable detail several hundred terms of law as applicable to banking and investment.

Everyone's Complete Legal Adviser. William Capitan. New York: Gilbert Press, Inc. 1955. 384 pp.

A book for the layman, treating in 12 chapters the various aspects of common situations involving legal matters. A section of common legal questions with answers and a glossary of legal terms. Well indexed. Samples of common legal forms are included in an appendix.

Index-digest and Annotations to the Uniform Code of Military Justice. L. S. Tillotson. 2d ed. Harrisburg, Pa.: Military Service Publishing Company. 1952. 319 pp.

Designed primarily for the use of military officers assigned to sit on courts martial, this work is essentially an abstract of opinions handed down by the judge advocates general of the Army, Navy, and Air Force, with an index to relevant provisions of the Uniform Code of Military Justice. References are also made to the *Manual for Courts-Martial, United States, 1951*, a service publication.

Index to Legal Periodicals. New York: The H. W. Wilson Company. 1909- .

A monthly publication, now indexing the contents by author and subject indexes of more than 150 legal periodicals as well as bar association and judicial council reports. Also a table of cases and from 1940 an index of book reviews in the legal field. Triennial cumulative volumes.

The International Labor Directory and Handbook [16·247] includes in its listings the names of labor lawyers.

The International Maritime Dictionary [16·301] includes entries devoted to various phases of maritime law.

Law Dictionary. Max Radin. New York: Oceana Publications. 1955. 408 pp.

A relatively brief, easily understood dictionary of legal terms.

Law in Its Application to Business. William Herman Schampfer. New York: Rinehart & Company, Inc. 1941. 1093 pp.

A comprehensive discussion of commercial law, well organized for reference through a detailed index.

Law Libraries in the United States and Canada [16·256] provides a virtually complete directory of law libraries in the U.S. and Canada as well as in major cities abroad.

Laws of England. Viscount Hailsham, ed. 2d ed. London: Butterworth & Co. (Publishers) Ltd. 1931-1942. 37 vols.

"A complete statement of the whole law of England," similar in nature to the American *Corpus Juris* (see above). Annual supplements.

Legal Aid Directory. Rochester, N.Y.: National Association of Legal Aid Associations.

An annual publication listing the various branch offices of the association.

"The Legal Almanac Series." New York: Oceana Publications. 44 or more vols.

A frequently added-to miniature law library for both lawyers and laymen, written in simple language for the latter. Each volume deals with the law regarding specific points: marriage and divorce, wills, adoption, real estate, immigration and citizenship, libel and slander, various aspects of commercial law, and many other subjects of general interest. The volumes are paperbound and can be bought separately or in a group.

Martindale-Hubbell Law Directory [14·4] includes, besides a complete directory of the bar of the U.S., such features as the complete text of many Uniform Acts, indexed topically; court calendars of the states, territories, and Federal courts; and a directory of firms supplying special services for lawyers, such as special investigators, legal stenographers, and legal experts of different sorts.

Patent Law in the Research Laboratory [16·320] outlines current patent laws and procedures in considerable detail. ✓

Rand McNally Bankers Directory [16·40] describes U.S. banking and commercial law.

Risks and Rights in Publishing [16·116] treats in detail the legal aspects involved in publishing, radio and television broadcasting, advertising, and stage and motion-picture productions, emphasizing such matters as copy-right and libel.

Thomson's Dictionary of Banking [16·40] treats banking and commercial law in the British Isles.

Wharton's Law-Lexicon. John Jane Smith. 14th ed. London: Stevens & Sons, Ltd. 1938. 1081 pp.

"An epitome of the laws of England under statute and case law, and containing explanations of technical terms and phrases, ancient, modern and commercial, with selected titles relating to the civil Scots and Indian law."

16·254

League of Nations

SEE ALSO History; International Organizations.

Guide to League of Nations Publications: A Bibliographical Survey of the Work of the League, 1920–1947. Hans Aufricht. New York: Columbia University Press. 1951. 682 pp.

A comprehensive listing, with annotations in many cases, of the more than 100,000 documents published by the League of Nations during its existence and by organizations connected with the League. Some books dealing with the League are also included. Arranged by general subject, with subject and author index.

Key to League of Nations Documents Placed

16·255

Legislation

SEE ALSO Congress, U.S.; Law; Political Science.

Two publishing firms provide comprehensive reporting services on state, local, and Federal legislation in a wide variety of fields: Commerce Clearing House of Chicago and Prentice-Hall, Inc., of Englewood Cliffs, N.J. The data in these various publications, described in the firms' catalogues, cover new legislation, implementation of legislation, and court decisions on legislation.

Book of the States [15·4] contains information on major legislation enacted by the various states.

Congressional Index Service. Chicago: Commerce Clearing House. 1937– .

A loose-leaf service that supplies subscribers with a complete record of the disposition of all bills and resolutions introduced into Congress. Treaties are also included.

Congressional Record. Washington, D.C.: Government Printing Office. 1873– .

A daily record of the proceedings of Congress, including a complete history of all legislation. Texts of bills are not included. Indexes give names and subjects of bills and a history of bills under bill numbers. The final index to a volume, covering one session, thus

on Public Sale, 1920–29. M. J. Carroll. Boston: World Peace Foundation. 1930. 340 pp. Supplements: 1931; 111 pp. 1933; 127 pp. 1934; 107 pp. 1936; 188 pp.

An annotated bibliography of all publications of the League available to the public that appeared from 1920 through 1936.

Sources of Information [12·5] is a "handbook on the publications of the League of Nations," through about 1938, selective in its listings but fairly comprehensive concerning those of major interest.

Statistical Year-Book of the League of Nations [15·2] contains a comprehensive collection of the statistical data collected by the League during the various years of its existence.

provides references to the complete history of all legislation introduced during that session.

Deadline Data on Foreign Affairs [16·235] includes in its record of events in various countries brief information on new legislation, particularly that in the economic sphere.

Facts on File [6·2] records the final enactment or other history of most important legislation in the U.S. Congress.

Federal Code Annotated. Indianapolis: The Bobbs-Merrill Company, Inc. 1937– . 16 vols.

A collection of all Federal laws of a general and permanent nature, with annotations related to Federal and state court decisions. The various volumes are periodically replaced on a perpetual-revision program for subscribers. Annual supplements.

Index to the Federal Statutes. Washington, D.C.: Government Printing Office. 1911–1933. 2 vols.

Indexes Revised Statutes of the United States and earlier volumes of *The Statutes at Large of the United States* (see below).

Revised Statutes of the United States. 2d ed. Washington, D.C.: Government Printing Office. 1878. 1394 pp.

The statutes of the U.S. of a general and permanent nature in force Dec. 1, 1873. *Index to the Federal Statutes* indexes this publication.

State Law Index. Library of Congress. Washington, D.C.: Government Printing Office. 1929- .

A biennial publication indexing the legislation of the various states as enacted from 1925 on.

The Statutes at Large of the United States. Washington, D.C.: Government Printing Office. 1875- .

The texts of all congressional acts and resolutions, including treaties, conventions, and Presidential proclamations during any congressional session. Acts are arranged by types in chronological order. Indexed in part by *Index to the Federal Statutes*.

United States Code. 1946 ed. Washington, D.C.: Government Printing Office. 1947-1948. 5 vols.

A compilation of all general and permanent laws of the U.S. as of Jan. 2, 1947, arranged under general subject headings with a detailed index. Annual supplements are published.

United States Code Annotated. St. Paul, Minn.: West Publishing Company. 1927-1949. 76 vols.

A publication arranged in parallel fashion to *United States Code*, giving Federal and state court decisions pertaining to each law in the code. Revised volumes are issued periodically.

Letter Writing. SEE Correspondence.

16·256

Libraries and Library Science

SEE ALSO Book Collecting; Education; Indexing. SEE ALSO Chapter 3 (How to Use a Library) and 12·1 (Special Libraries).

ALA Catalog [9·2] with its several supplements presents a basic list of books for the public library, classified and fully indexed.

ALA Glossary of Library Terms. Elizabeth H. Thompson. Chicago: American Library Association. 1943. 159 pp.

A dictionary of American library terms including some in such related fields as printing and publishing, bibliography, and management of archives. Appendix of abbreviations.

ALA Membership Directory [14·4] lists not only individual members but also national, state and provincial, and local library associations and other related groups, including state historical societies.

American Library Annual. Wyllis E. Wright, ed. New York: R. R. Bowker Company. 1955- .

A revival of a publication that languished after 1918, sponsored by the Council of National Library Associations. Part I is devoted to a comprehensive descriptive listing of library associations and their committees. Part II includes library statistics, a general census of libraries and of library personnel, and statistics on library incomes, population service, book funds, salaries, and pensions. Data on the book trade, listing publishers, prices, sales, orders, and production figures. Other data include information on library buildings and

bookmobiles, a library calendar, censorship "Firsts," grants, legislation, periodicals, personalities, prizes and awards, public relations, reviewing media, schools, surveys, and trade associations. Also a library buying guide. The 1956 edition lists nearly 2000 of the world's leading libraries and library organizations in other countries and contains a bibliography.

American Library Directory. 20th ed. New York: R. R. Bowker Company. 1954. 800 pp.

A more or less triennially revised work, the directory lists public libraries; state and regional library systems; junior-college, college, and university libraries; special libraries; private libraries of different sorts; club and institutional libraries; and government libraries. The arrangement is by state and city, covering the U.S., its territories, and Canada. Data given include names of chief personnel, size of library, its budget, its special departments and collections, salaries, etc. Indexes include a subject guide to special collections an index to memorial names, educational institutions, and regional libraries. Other miscellaneous data of library interest.

American Library Resources [9·3] is a directory of directories, guides, and other lists of U.S. libraries and special book collections.

American Medical Directory [16·275] lists U.S. medical libraries.

American School Library Directory. Anne J. Richter. New York: R. R. Bowker Company. 1952-1955. 4 vols.

Each loose-leaf volume of about 175 pages on the average covers the elementary- and secondary-school libraries, public, private, and parochial, of one section of the U.S. Part I covers the South, Part II the West and Southwest, Part III the Middle West, and Part IV New England and the Middle Atlantic states. Listings include all available statistical data such as grades, enrollment, size of library, and size of annual budget. State library officials have supplied general data on the school libraries in their states.

Basic Book Collection for High Schools, Basic Book Collection for Junior High Schools, and Basic Book Collection for Elementary Grades [all 9·3] contain annotated and evaluated listings of books recommended as the nucleus of elementary-school and junior- and senior-high-school libraries.

Basic Facts and Figures [16·148], a UNESCO publication, contains statistical data on libraries in the different countries.

Basic Reference Sources [9·4] provides information on the organization and management of the reference section of a library.

Books for Catholic Colleges [9·3] and its supplements provide a buying list for Catholic college libraries of books useful in the specialized curricula of these schools, supplementing *A List of Books for College Libraries* [9·3].

Books for Junior Colleges [9·3] lists some 4000 books, periodicals, films, and filmstrips recommended as a basic collection for junior-college libraries.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] contain data on and a listing with addresses of the major libraries in the countries covered in each volume.

The Classified List of Reference Books and Periodicals for College Libraries [9·4], a publication of the Southern Association of Colleges and Secondary Schools, presents a classified listing of books and periodicals recommended for college libraries, reflecting the undergraduate needs of Southern college libraries.

Dewey Decimal Classification and Relative Index. 15th ed., rev. Lake Placid Club, Essex County, N.Y.: Forest Press, Inc. 1952. 927 pp.

The latest edition of the Dewey Decimal System of library classification, as prepared by the Lake Placid Club Education Association in cooperation with the Library of Congress. This revision represents a complete overhauling and updating of the system to include more than 35,000 entries. After an introduction and description, there are summaries of the 10 classes, the 100 divisions, and 1000 sections, followed by the tables in numerical order and then the relative index in alphabetical order. An abridged seventh edition of the work was published in 1953 in 331 pages. Besides the same introductory matter, it contains summaries of the 10 classes and 100 divisions, a table of form divisions, a new table of numbers, and a relative index of about 16,000 entries. This latter edition should meet the needs of most smaller libraries.

Directory of Members as of March 10, 1951. New York: Special Libraries Association. 1951. 289 pp.

A listing of member libraries and their chief personnel.

Directory of Special Libraries in Australia. Barbara M. Brown and others. Sydney: The Library Association of Australia. 1954. 149 pp.

A listing of about 400 special libraries with data on their special fields of collection. Listings are alphabetical by states. Subject index to the various collections.

The International Labor Directory and Handbook [16·247] contains a list of labor libraries.

Jewish Education Register and Directory [16·148] lists special Jewish libraries in the U.S.

Law Libraries in the United States and Canada. American Association of Law Libraries. 5th ed. Chicago: Commerce Clearing House, Inc. 1954. 98 pp.

A directory of law libraries in the U.S. by states, in Canada, and in major cities abroad. Names of library personnel are included as well as various associational information. Biennial revision is planned.

A directory of about 3000 British libraries and museums and of an approximately equal number of such institutions in other parts of the world, including a 60-page section on

U.S. libraries and museums. The British data are most important for U.S. readers, since it is much more complete, giving personnel, budget, and special collection information. British institutions covered include about 1200 public libraries, 240 university libraries, 1100 special libraries of a wide variety, and some 600 museums and art galleries. Other useful information includes listings of libraries and museums in Asiatic and African countries difficult to find elsewhere.

Library Literature [8·5] provides a semi-annual bibliography of new books, periodical articles, and other material pertaining to the field of library science.

Libraries for Research and Industry Planning and Equipment. Special Libraries Association. New York: The Association. 1955. 64 pp.

A highly specialized listing of libraries whose type is indicated in the title.

Libraries, Museums & Art Galleries. Lionel R. McColvin, ed. Rev. ed. New York: R. R. Bowker Company. 1954. 300 pp.

A List of Books for College Libraries [9·3], with supplement, lists basic titles grouped in 24 classes of more than 17,000 books recommended for college and university libraries. Classifications follow standard curricula.

Medical Library Association Handbook of Medical Library Practice. Janet Doe, ed. Rev. and enl. ed. Chicago: American Library Association. 1955. 630 pp.

A guide to the collection, organization, and care of medical literature, with an annotated bibliography of 1965 reference works and histories in medicine and its allied fields. Differences between general and medical libraries are emphasized.

The National Catholic Almanac [16·386] lists Roman Catholic libraries and special Catholic collections in other libraries.

National Library of Medicine Classification. Washington, D.C.: Government Printing Office. 1956. 346 pp.

"A scheme for the shelf arrangement of books in the field of medicine and its related sciences."

Patterson's American Education [16·148] is a directory listing more than 9000 public and college libraries.

Photoduplication Services [12·3] lists libraries that include photoduplication services in their programs.

Public Administration Libraries: A Manual of Practice. Committee of the Social Science Group of the Special Libraries Association. Rev. ed. Chicago: Public Administration Service. 1948. 91 pp.

A guide to the special problems of organizing and maintaining a public administration library, with a bibliography of recommended source materials.

Requirements for Certification [16·148] lists the requirements for initial certification of school librarians in the 48 states.

Resources of New York City Libraries. Robert Bingham Downs. Chicago: American Library Association. 1942. 442 pp.

"A survey of facilities for advanced study and research" in about 400 libraries of New York City, arranged by subject classifications. Detailed index, directory of libraries, and bibliography.

Sears List of Subject Headings. Bertha M. Frick. 7th ed. New York: The H. W. Wilson Company. 1954. 558 pp.

This adaptation and abridgment of the Library of Congress subject headings has become a standard guide for library cataloguers. Alphabetically arranged, with numerous cross references.

Special Library Resources. Special Libraries Association. New York: The Association. 1941-1947. 4 vols.

A directory of special research libraries in the U.S. and Canada, with fairly complete data on the libraries and a guide to their individual collections and study materials. The organization is by state and city. Vol. 1 constitutes a complete survey; Vols. 2 and 3 add other libraries to the initial list. Organizational and subject indexes constitute Vol. 4.

Standard Catalog for High School Libraries [9·3], with its supplements, supplies cataloguing data and classified listings of books, pamphlets, and other materials useful in high school libraries. The sixth edition added a Catholic supplement.

Standard Catalog for Public Libraries [9·3], with its annual supplements, provides a selected list of titles suggested for small and

medium-sized libraries with full cataloguing information.

Subject Headings: A Practical Guide. David Judson Haykin. Washington, D.C.: Government Printing Office. 1951. 140 pp.

Sponsored by the Library of Congress, this

work is a brief guide to the subject of library cataloguing.

World of Learning [16·148] provides a comprehensive directory of the major libraries of virtually every country of the world, arranged by countries. Names of administrators are included.

Librettos. SEE Opera.

16·257

Licensing

SEE ALSO Business and Finance; Law; Vocations and Vocational Guidance.

Medical Licensure Examinations. Walter L. Bierring. 7th ed. Philadelphia: J. B. Lippincott Company. 1952. 856 pp.

A review of subjects in the medical-school curriculum with topical summaries and typical

questions asked in medical licensure examinations.

Requirements for Certification [16·148] summarizes the requirements for certification for teachers, counselors, librarians, and administrators in the public-school systems of the different states.

16·258

Lighting

SEE ALSO Electricity and Electrical Engineering; Interior Decoration; Photography.

The Complete Book of Lighting [16·330] covers all aspects of lighting for photography, both still and motion-picture, color and black and white.

IES Lighting Handbook; The Standard Guide. 2d ed. New York: Illuminating Engineering Society. 1952.

Covers the fundamentals of illuminating engineering, current lighting practices, manufacturers' data, and other information on equipment. Indexed in detail.

Linguistics. SEE Language.

Literary Criticism. SEE Literature, Criticism of.

16·259

Literature

SEE ALSO Art and the Arts; Ballads; Best Sellers; Book Collecting; Children's Literature; Copyright; Diaries; Drama; Epic Poetry; Fairy Tales; Fiction; Folklore; Grammar; Libraries and Library Science; Literature, Criticism of; Magazines; Newspapers; Nursery Rhymes; Poetry; Proverbs; Publishing; Quotations; Shakespeare; Short Stories; Theater; Writing. SEE ALSO Chapters 8 and 9 for guides to literature in periodical and in book form.

The various general encyclopedias treat the broad field of literature approximately equally in proportion to their over-all size and scope. Most of them discuss the various national literatures either as subdivisions of articles on the different countries or in separate entries. The largest number of and the most detailed entries will naturally

be found in the largest and most scholarly encyclopedias, particularly *American Peoples Encyclopedia*, *Collier's Encyclopedia*, *Encyclopaedia Britannica*, and *Encyclopedia Americana* [all 5·1]. The last-named set is especially notable for its many entries on specific major works of literature, particularly English. By far the most useful general reference work for entries on specific works of literature and on characters of literature, numbering in the thousands, is *The New Century Cyclopedia of Names* [5·2].

For information on current literature, the various sources of and guides to book reviews and book news listed in 9·1 will prove most useful. In addition, the larger encyclopedia yearbooks cited in 6·1 pro-

vide surveys of annual developments in the various major national literatures, as well as lists of winners of the many different literary prizes and awards. In the latter connection, the annual complete compilation of lists of literary awards published in a late winter issue of *Publishers' Weekly* [9·2] should also be cited.

The reference sources dealing with literature include both those treating literature in general and those treating specific aspects of it. Those dealing with various literary forms are listed elsewhere in this chapter; for the appropriate headings see the cross references listed above. In this section, I have first listed the general works and have then followed with works dealing with specific national, regional, or group literatures, with these headings arranged alphabetically.

a. GENERAL SOURCES

ALA Index [9·3], with its supplement, provided a subject index to general literature, such as books of essays, travel, and history and other serious nonfiction works, written only in English. Only books published before 1900 appear in the basic volume; the supplement covered 1900 to 1910. The publication has been continued by the *Essay and General Literature Index* [9·2].

Bessie Graham's Bookman's Manual [9·3] offers a classified and annotated listing of several thousand selected useful books in all fields and subjects, including many plays, biographies, memoirs, novels, essays, and collections of poems.

The Bookmen's Concise Dictionary [16·365] defines numerous modern and classical literary terms, including Biblical and rhetorical.

Brewer's Dictionary of Phrase and Fable [6·3] contains hundreds of entries on literary works and characters of literature or other allusions, almost exclusively of the nineteenth century or earlier.

Cassell's Encyclopedia of World Literature. S. H. Steinberg, ed. New York: Funk & Wagnalls Company. 1954. 1 or 2 vols.: 2112 pp.

A work of British origin but world-wide in its scope, it consists of three parts: Part I, entries in alphabetical order on the various national and group literatures of the world

of all times and articles on literary forms, schools, genres, famous works of literature, and other topics covering virtually every aspect of literature, the majority signed by well-known authorities and many with bibliographies; Part II, biographies of noted writers of all literatures of the nineteenth century and earlier; Part III, biographies of twentieth-century authors. While much of the information is presented briefly, the scope of the work makes it uniquely useful.

Dictionary of World Literature. Joseph T. Shipley, ed. New rev. ed. New York: Philosophical Library, Inc. 1953. 453 pp.

A collection of about 2000 entries prepared by more than 250 advisers and contributors on literary terms, styles, devices, schools, types, concepts, and other topics. Most of these entries are relatively brief. Also a number of long entries on national schools of literary criticism, but not treating national literatures as a whole. Numerous bibliographies.

Encyclopedia of Literature. Joseph T. Shipley, ed. New York: Philosophical Library, Inc. 1946. 2 vols.

A collection of more than 100 lengthy articles on various national or period literatures, including biographies of major writers, each article written by an authority in the field.

Essay and General Literature Index [9·2], with its semiannual supplements and five-year cumulations, covers in a subject index essays and articles published in book form from 1900 to the present.

Gateways to Readable Books [9·3] contains an annotated, graded list of books in many fields suitable for adolescents who find reading difficult.

Great Books of the Western World. Robert Maynard Hutchins, ed.-in-chief. New ed. Chicago: Encyclopaedia Britannica, Inc. 1955. 54 vols.

This collection of the "Great Books" has been sufficiently publicized to make detailed description unnecessary. Attention should be directed, however, to the "Syntopicon" volume designed to index the "great ideas" contained in this collection of classical literature.

Handbook of Universal Literature. Anne C. Botta. Boston: Houghton Mifflin Company. 1923. 530 pp.

A collection of lengthy articles on the various literatures of the world, organized by countries, including both modern and ancient countries. Detailed index.

Handy-Book of Literary Curiosities. William Shepard Walsh. Philadelphia: J. B. Lippincott Company. 1893. 1104 pp.

An encyclopedic collection of entries on the "unimportant" aspects of literature not found in more serious reference works, including such subjects as plagiarisms and literary forgeries, puns, riddles, and a multitude of other trivia. Also a number of entries on sayings, quotations, slang, and idiom with literary associations.

The Harvard Classics. Charles W. Eliot. New York: P. F. Collier & Son Corporation. 1909. 50 vols.

The famous "Five-foot Shelf of Books," containing classics of English, European, Greek, Latin, and Oriental literature, made useful for reference through the detailed author-title-subject index and the first-line index to verse of all kinds that appear in Vol. 50.

Kleines Literarisches Lexikon [14·4] is primarily biographical in nature but also contains a 150-page section of entries on literary terms and phrases, useful especially to the student of Germanic literature, and a list of the principal authors of the various national literatures with bibliographies of their works.

Liberal Arts Dictionary [16·27] contains the equivalents of many literary terms in English, French, German, and Spanish.

Preface to World Literature. Albert Guerard. New York: Henry Holt and Company, Inc. 1940. 536 pp.

A discussion of the basic tendencies of world literature, useful for reference primarily because of its many bibliographies, glossary of critical terms, and author-title index.

The Reader's Companion to World Literature. Lillian Herlands Hornstein and G. D. Percy. New York: The Dryden Press, Inc. 1956. 493 pp.

A collection of relatively long entries on all the various world literatures, including biographies of major authors, major pieces of literature, literary movements, and literary terms.

Reader's Digest of Books. Helen R. Keller. New and enl. ed. New York: The Macmillan Company. 1929. 1447 pp.

A collection of synopses of classical works of fiction and nonfiction of many of the world's literatures. The new edition consists of two parts: the contents of the original edition and a supplement of new material, each arranged separately and alphabetically and indexed separately.

The Reader's Encyclopedia. William Rose Benét. New York: Thomas Y. Crowell Company. 1948. 1242 pp.

This work stems originally from *Brewer's Dictionary of Phrase and Fable* [7·2] but is at once broader and narrower in scope. That is, it adds much American material to the essentially British parent work but limits its coverage largely to literature with the exception of some material on music and painting. A number of brief biographies along with the basic entries on literary works, forms, types, and allusions.

Thesaurus of Book Digests. Hiram Haydn and Edmund Fuller, eds. New York: Crown Publishers, Inc. 1949. 831 pp.

Synopses of the best permanently read works of literature of all countries and times. Index of authors and literary characters.

Thesaurus of the Arts [16·27] contains a fairly large number of entries on literary forms and types.

Who Wrote It? William A. Wheeler. Boston: Lee Publishing Co. 1887. 174 pp.

If available, this old book is a quick source for locating authors when titles are known. Listing is alphabetical by title with the author's name and dates following. All types of works of poetry and prose of a more or less fictional character and of all times are included.

The Wonderful World of Books. Alfred Stefferud, ed. New York: New American Library of World Literature. 1952. 319 pp.

A guide to more or less popular reading matter arranged according to the purpose to which each book listed is best suited.

World Literature. Buckner B. Trawick. New York: Barnes & Noble, Inc. 1953-1955. 2 vols.

A work in the "College Outline Series," this gives a brief survey of the principal world

literatures. Vol. 1 treats the classical literatures of Greece, Rome, the Orient, and medieval Europe. Vol. 2 covers Italian, French, Spanish, German, and Russian literatures since about 1300.

b. AMERICAN LITERATURE

SEE ALSO English Literature.

American Authors and Books, 1640–1940. William J. Burke and Will D. Howe. New York: Phoenix Press. 1943. 858 pp.

A collection of alphabetically arranged entries including biographies of authors of American literature over three centuries, characters of American literature, classic books, newspapers, and magazines.

American Book Illustrators [14·4], besides basic biographical data, lists the books each artist illustrated and the magazines in which the illustrations first appeared, if that was the case.

The American Guide [15·4] contains an introductory chapter on American literature, while each volume of "The American Guide Series" [15·4] contains prefatory material on the literature of the state covered in the volume.

American Literature. Bartholomew V. Crawford. 3d ed. New York: Barnes & Noble, Inc. 1953. 333 pp.

One of the "College Outline Series," this volume briefly surveys American literature, emphasizing points of basic factual interest.

Articles on American Literature [8·5] comprises a bibliography of periodical material on American literature appearing in print between 1920 and 1945.

Bibliography of American Literature. Jacob Blanck, ed. New Haven, Conn.: Yale University Press. 1955—. 8 or 9 vols.

When completed, this work, supervised by the Bibliographical Society of America, will cover about 35,000 items by about 300 selected American authors whose work appeared primarily in the 150 years prior to 1930. Vol. I, which runs from Henry Adams to Donn Byrne, includes 3200 entries by 41 authors. Further volumes are scheduled to appear annually, with the organization being alphabetical by authors. Emphasis on inclusion is on belles-lettres, historians, and travel writers, juvenile authors, scientific and technical writers, and authors of textbooks, ser-

mons, and similar nonfiction generally being excluded. Bibliographic listings are heavily annotated, especially primary works, including first editions. Less attention is paid to minor books, reprints, sheet music, and similar items. With each author listing is a bibliography of works about him.

British and American Sporting Authors [14·4] contains lists of the writings of the authors covered in the work as well as a bibliography of works about them.

Cambridge History of American Literature. William Peterfield Trent, John Erskine, Stuart P. Sherman, Carl Van Doren, eds. New York: G. P. Putnam's Sons. 1917–1921. 4 vols.

A definitive history of American literature from colonial times to the early twentieth century, with each chapter prepared by a well-known authority. Coverage is comprehensive, including not only "standard" literature but also such writings as newspapers, gift books, chronicles, and other offbeat items. Non-English literature written in America is also discussed. Vol. 1 covers colonial literature and early national literature. Vol. 2 continues the discussion of early national literature. Vols. 3 and 4 cover later national literature. Bibliographies on each chapter and an index appear as appendixes to Vols. 1, 2, and 4, Vols. 3 and 4 being treated as a unit. A cheaper reprint of this set omits the bibliographies and is thus less useful for reference.

Guide to Life and Literature of the Southwest. J. Frank Dobie. Rev. and enl. ed. Dallas, Tex.: Southern Methodist University Press. 1952. 222 pp.

An illustrated and highly readable account of the earlier and later literature of the American Southwest, with full bibliographic listings and an author-title index.

Literary History of the United States. Robert E. Spiller and others, eds. New York: The Macmillan Company. 1948. 3 vols.

The first two volumes of this work are a symposium of chapters written by various authorities covering the history of American literature from colonial times to the mid-1940s. Vol. 3 consists of a bibliography of the subject arranged in four parts: bibliographic sources, general, movements and periods, individual authors. About 200 authors are covered in the final section. The work is indexed by authors and some subjects but is not sufficiently detailed.

Literature of the United States [14·4], besides supplying detailed biographical data on each author covered, contains introductory matter to each of the six sections on periods of literature, chronological listings of authors' works, a chronological table of literature and history, bibliographical material for each author, and extensive illustrations, about 150 in all, drawn from authentic materials.

Northwest Books. Rufus A. Coleman. Portland, Ore.: Binford & Mort Publishers. 1942. 356 pp.

An annotated bibliography of books, historic journals, diaries, and magazine articles about the Northwest or by Northwest authors. About 1100 items in all.

The Oxford Companion to American Literature. James D. Hart. 3d ed. New York: Oxford University Press. 1956. 890 pp.

About 40 per cent of the material has been revised in this new edition, though skimming the contents indicates that some material still remains not thoroughly brought up to date. The book consists basically of a collection of several thousand entries arranged alphabetically on American authors of all periods, major books, some literary characters, periods and movements, influences, periodicals, etc. Many bibliographies, most of which have been brought up to date. As an appendix there is a chronological table, listing in parallel columns major publications by years and major historical events.

C. CHINESE LITERATURE

A List of Published Translations from Chinese into English, French and German. Martha Davidson. Ann Arbor, Mich.: J. W. Edwards, Publisher, Inc. 1952-

A publication scheduled to include an indefinite number of parts, this is a classified listing of translations of Chinese literature in all fields of belles-lettres, the humanities, and the social sciences. The first part published included all types of belles-lettres except poetry. About 15,000 items, including material published in periodical form, are expected to be listed in the work when finally completed.

d. CLASSICAL LITERATURE

SEE ALSO Greek Literature; Latin Literature in this section. SEE ALSO Mythology.

Concise Dictionary of Ancient History [16·216] contains numerous brief entries on personal and place names frequently referred to in classical literature as well as a number of subjects directly pertaining to the literature.

A Dictionary of Classical Antiquities. Oskar Seyffert. 3d ed. New York: Meridian Books. 1956. 722 pp.

A handbook covering classical literature, art, religion, and mythology. A number of illustrations.

Funk & Wagnalls Standard Dictionary of Folklore, Mythology, and Legend [16·173] contains numerous entries on personal and place names encountered in classical literature, with a number of valuable bibliographies on the subject.

Harper's Dictionary of Classical Literature and Antiquities. Harry Thurston Peck. New York: Harper & Brothers. 1897. 1701 pp.

Though quite old, this work still remains largely valid in most of its entries on topics of all sorts connected with classical literature, such as personal and place names, historical events, mythology, and art. Numerous illustrations and bibliographies of, naturally, older works.

Oxford Classical Dictionary. M. Cary and others, eds. Oxford: Clarendon Press. 1949. 991 pp.

A highly scholarly work, so much so that much of its contents are useful only to those who can cope with the untranslated passages of Greek and Latin that pepper the entries. Coverage is comprehensive, including biography, geography, mythology, art, history, philosophy, and other topics concerned with the world of ancient Greece, Rome, and the adjoining Mediterranean regions. Most articles are signed by authorities. Numerous bibliographies, many of which refer to ancient authors.

Oxford Companion to Classical Literature. Sir Paul Harvey, ed. 2d ed. Oxford: Clarendon Press. 1937. 480 pp.

A somewhat less comprehensive but more popularly written guide to subject matter encountered in classical literature than the previously cited work. This covers much the same field and most of the same topics, with some bibliographies. Eight maps of the ancient world and some line drawings.

e. DANISH LITERATURE

SEE ALSO Scandinavian Literature.

A Bibliographical Guide to Danish Literature. P. M. Mitchell. Copenhagen: Ejnar Munksgaard Forlag. 1951. 62 pp.

A work in English listing bibliographical and biographical reference works of value to the student of Danish literature, periodicals, works in literary history and criticism, collections and anthologies, works by major authors, and a select list of contemporary Danish belles-lettres. Chronological list of authors; index of editors, translators, and authors of critical works; and glossary of Danish terms useful to the English student of Danish literature.

Danish Literature in English Translation. Elias Bredsdorff. Copenhagen: Ejnar Munksgaard Forlag. 1950. 198 pp.

A comprehensive list of all translations from Danish literature into English, with a special Hans Christian Andersen supplement. Also a listing of books and articles about Danish literature, including other bibliographies and anthologies.

f. ENGLISH LITERATURE

SEE ALSO American Literature.

Annual Bibliography of English Language and Literature. Modern Humanities Research Association. London: Cambridge University Press. 1921- .

Published annually with wartime interruptions, this work lists books, reviews of books listed, and periodical articles published in Britain, the U.S., and elsewhere in the field of English language and literature.

British and American Sporting Authors [14·4] includes bibliographies of materials about the authors covered as well as lists of their works.

Cambridge Bibliography of English Literature. F. W. Bateson, ed. New York: The Macmillan Company. 1941. 4 vols.

An indispensable reference work for the serious student of English literature, this covers the field in comprehensive fashion from 600 to 1900, including Old English, Middle English, and modern English literature and the English-language literature of the British Empire, excluding the American colonies. Arrangement is chronological by periods.

These sections are further subdivided according to literary forms or general topics. These subdivisions are often further broken down, and final listings are by authors. Under each author appear other bibliographies of his works, separate publications including selected reprints and new editions, collected works, and works about the author. Extensive cross references. The bibliographies appear in the first three volumes; the final volume is devoted to a most detailed index.

Cambridge History of English Literature. A. W. Ward and A. R. Waller, eds. London: Cambridge University Press. 1907-1927. 15 vols.

A comprehensive history of English literature from its beginnings to 1900 arranged more or less chronologically, with each chapter prepared by an authority. Extensive bibliographies accompany each chapter. The final volume is an index, which leaves something to be desired in its arrangement. Less expensive reprints omit the bibliographies and are thus less valuable for reference purposes.

Chambers's Cyclopaedia of English Literature. David Patrick, ed. Rev. ed. Philadelphia: J. B. Lippincott Company. 1922-1938. 3 vols.

Following a chronological arrangement, this work includes biographies of major authors of English literature with lists of their works and frequently portraits, also many articles on literary forms, periods, movements, and other major topics. Vol. 3 consists of an author-title index.

Chronological Outlines of English Literature. Frederick Ryland. London: Macmillan Co., Ltd. 1914. 351 pp.

This reprint, though it includes some revisions, does not extend the outline of the book beyond its original closing date of 1889. In two parts, Part I consists of two parallel columns, one presenting movements and works in English literature in a chronological fashion and the other recording historical events, events in foreign literatures, and other happenings at the same time. Part II contains an index of authors and titles, with dates, in English literature.

Classic Myths in English Literature and in Art [16·295] outlines the use of Greek and Roman legend in English literature with much commentary and illustration.

A Companion to Victorian Literature. Thomas M. Parrott and Robert B. Martin. New York: Charles Scribner's Sons. 1955. 308 pp.

A comprehensive handbook on the authors, works, and characters of English literature of the Victorian period.

The Concise Oxford Dictionary of English Literature. Sir Paul Harvey. Oxford: Clarendon Press. 1939. 567 pp.

An abridged version of *The Oxford Companion to English Literature* (see below).

Dictionary of Anonymous and Pseudonymous English Literature [9·3] identifies authors of anonymous and pseudonymous works in English literature, both British and American, with notes where applicable.

Dictionary of English Literature. Homer A. Watt and William W. Watt. Rev. ed. New York: Barnes & Noble, Inc. 1952. 430 pp.

A handbook rather than an alphabetical dictionary, this volume includes biographies of about 900 authors, a glossary of literary terms, a chronology of English literature, a discussion of English poetry, and a list of anonymous works in English literature.

Elizabethan Bibliographies. Samuel A. Tannenbaum and Dorothy R. Tannenbaum. New York: The Authors. 1937-1947. 39 vols.

Brief bibliographies of works by and about various Elizabethan authors, including bibliographies of the sonnets and five plays of Shakespeare.

English Literature. Guy E. Smith. Ames, Iowa: Littlefield, Adams & Company. 1957. 2 vols.

Students' manuals of the entire field of English literature organized chronologically: Vol. 1, from Anglo-Saxon literature through the Romantic period; Vol. 2, neoclassicism to modern times. Biographies, summaries of plots of novels and plays, and a dictionary of literary terms.

English Literature: An Illustrated Record. Richard Garnett and Edmund Gosse. Rev. ed. New York: The Macmillan Company. 1923. 4 vols.

A lavishly illustrated history of English literature, including movements, works, and authors, with many abstracts from literature and comments on it. Black-and-white and

color pictures from various works, illustrations of events figuring in literature, and portraits of authors. The revised edition adds a section on literature from 1902 to 1922 by John Erskine but is not otherwise different from the original 1903 edition.

English Literature, 1660-1800. Louis A. Landa, ed. Princeton, N.J.: Princeton University Press. 1950-1952. 2 vols.

A collection of the annual bibliographies of contemporary studies in English literature of the period covered printed in the *Philological Quarterly* from 1926 to 1950. An index appears in Vol. 2.

The New Century Handbook of English Literature. Clarence L. Barnhart, ed. New York: Appleton-Century-Crofts, Inc. 1956. 1157 pp.

Close examination of this volume indicates that it consists almost entirely of entries abstracted from *The New Century Cyclopaedia of Names* [5·2] that deal with English literature, exclusive of American literature. The only changes are in the addition of a number of entries dealing with literary forms and other subjects not properly headed by a "name" and some updating from the parent work's publication date of 1953. In itself, a most comprehensive collection of biographies of authors and entries on major works, literary characters, movements, literary allusions, etc. However, it is not needed by any person or library that already possesses the parent work.

An Outline History of English Literature. William B. Otis. New York: Barnes & Noble, Inc. 1952-1954. 2 vols.

One of the "College Outline Series," this work surveys English literature from its beginnings to present times: Vol. 1 (4th ed., 1952), through John Dryden; Vol. 2 (2d ed., 1954), from John Milton on.

The Oxford Companion to English Literature. Sir Paul Harvey, ed. 3d ed. Oxford: Clarendon Press. 1946. 940 pp.

Like the other "Oxford Companions," this volume covers English literature by an alphabetically arranged series of brief entries on authors, major books, characters of literature, periodicals, literary forms, allusions, etc. Many bibliographies.

The Oxford History of English Literature. F. P. Wilson and Bonamy Dobree, gen. eds. London: Oxford University Press. 1945-. 12 vols.

When completed, this scholarly history of English literature will cover the entire field from its earliest beginnings to the present. Each volume is written by an outstanding authority, covers a specific period in time, and contains detailed bibliographies.

g. EUROPEAN LITERATURE

SEE ALSO sections on the various national literatures.

Columbia Dictionary of Modern European Literature [14·4] includes not only informative biographies, emphasizing critical judgment of their work, of about 1200 authors from 31 countries of Europe who wrote between 1870 and 1947 but also articles on the modern literature of each European country. Also entries on literary movements and groups and on special branches of national literatures.

Dictionary of European Literature [14·4] contains, besides biographies of authors, brief entries on literary movements, influences, forms, major works, etc., in the literatures of primarily western Europe from ancient times through the early twentieth century. Living authors are generally excluded.

Dictionary of Medieval Romance and Romance Writers. Lewis Spence. New York: E. P. Dutton & Co., Inc. 1913. 395 pp.

Alphabetical entries on the titles and chief characters of the works of medieval British, French, Italian, Scandinavian, Germanic, Spanish, and Celtic romances. Besides synopses of the stories, entries on titles of works include listings of their sources.

Essentials of European Literature. Vincent Foster Hopper. Brooklyn, N.Y.: Barron's Educational Series, Inc. 1952. 2 vols.

A rather sketchy factual survey of European literature in chronological fashion from the early Middle Ages through present times.

h. FRENCH LITERATURE

Critical Bibliography of French Literature. D. C. Cabeen, ed. Syracuse, N.Y.: Syracuse University Press. 1947—

A series of what promises to be six or seven volumes arranged chronologically, covering French literature from the Middle Ages to present times. Each section is prepared by an authority and lists books, periodicals, dissertations, and other bibliographies for French literature in general and for specific authors.

Dictionnaire des lettres françaises [14·4] offers, in addition to biographies of French authors, entries on a wide variety of literary topics. Extensive bibliographies. Each volume covers a specific period, with entries alphabetically arranged.

History of French Literature. William A. Nitze and E. Preston Dargan. 3d ed. New York: Henry Holt and Company, Inc. 1938. 801 pp.

A well-indexed, comprehensive survey of French literature with a 35-page bibliography of the subject.

Modern French Literature and Language: A Bibliography of Homage Studies. Herbert H. Golden and Seymour O. Simches. Cambridge, Mass.: Harvard University Press. 1953. 158 pp.

An annotated bibliography of studies of French language and literature contained in 309 "homage volumes" in various languages. The studies are further broken down by general subject. Author-title index.

i. GERMAN LITERATURE

Deutsches Literatur-Lexikon [14·4] contains both biography and general bibliographies of Germanic literature arranged alphabetically.

History of German Literature. J. G. Robertson. Edinburgh: William Blackwood & Sons, Ltd. 1949. 752 pp.

A comprehensive survey of the subject, useful for reference because of its index and bibliography.

Modern German Literature 1870–1940. Victor Lange. Ithaca, N.Y.: Cornell University Press. 1945. 223 pp.

A rather brief but heavily factual survey of the subject.

An Outline History of German Literature. Werner P. Friedrich. New York: Barnes & Noble, Inc. 1938. 326 pp.

One of the "College Outline Series."

j. GREEK LITERATURE

SEE ALSO Classical Literature.

Handbook of Greek Literature. H. J. Rose. 2d ed. New York: E. P. Dutton & Co., Inc. 1942. 454 pp.

A survey in chapter form, with a most detailed index.

K. HINDU LITERATURE

Classical Dictionary of Hindu Mythology and Religion, Geography, History and Literature [16·215] because of its age (1879) is useful, of course, only for ancient Hindu literature but with that limitation is most valuable.

L. ITALIAN LITERATURE

SEE ALSO Latin Literature.

History of Italian Literature. Ernest Hatch Wilkins. Cambridge, Mass.: Harvard University Press. 1954. 523 pp.

A comprehensive survey of the subject from the Middle Ages on, with a good bibliography.

M. JAPANESE LITERATURE

Japanese Literature. Donald Keene. London: John Murray. 1953. 124 pp.

A brief factual outline of the subject.

Modern Japanese Fiction. John W. Morrison. Salt Lake City: University of Utah Press. 1955. 230 pp.

A brief study of the subject, with a most useful bibliography.

N. JEWISH LITERATURE

A Book of Jewish Curiosities [16·243] contains short excerpts from a wide variety of classical Jewish literature. Detailed description and chronology of the major works.

Encyclopaedia Hebraica [5·3], for those who can read Hebrew, is an excellent contemporary source on Jewish literature.

Jewish Encyclopedia and Universal Jewish Encyclopedia [both 16·243] contain a wide variety of entries on Jewish authors, classics of Jewish literature, and other related topics.

O. LATIN LITERATURE

SEE ALSO Classical Literature; Italian Literature.

Dictionary of Latin Literature. James Mantinband. New York: Philosophical Library, Inc. 1956. 303 pp.

An alphabetically arranged compilation of about 3000 entries on all aspects of Latin literature from earliest times to the Renaissance.

Handbook of Latin Literature. H. J. Rose. London: Methuen & Co., Ltd. 1936. 557 pp.

A collection of material on all phases of Latin literature arranged for quick reference. Useful bibliographies.

P. LATIN-AMERICAN LITERATURE

SEE ALSO Mexican Literature; Spanish Literature.

Grandes novelistas de la América hispana [14·4], written in Spanish, discusses about 150 Latin-American novelists and their works, listing the latter.

Outline History of Spanish American Literature. E. Herman Hespelt, ed. New York: Appleton-Century-Crofts, Inc. 1942.

A survey of Latin-American literature, useful for reference through its index and bibliographies.

A Working Bibliography of Latin American Literature. José Manuel Topete. St. Augustine, Fla.: Inter-American Bibliographical and Library Association. 1952. 162 pp.

A classified guide to works about Latin-American literature as well as anthologies of it, arranged by country. Index to authors listed.

Q. MEXICAN LITERATURE

SEE ALSO Latin-American Literature.

History of Mexican Literature. Carlos Gonzalez Pena. Rev. ed. Dallas, Tex.: Southern Methodist University Press. 1945. 424 pp.

The standard history of the subject. An index to titles was added to the revised edition.

R. RUSSIAN LITERATURE

Dictionary of Russian Literature. William Edward Harkins. New York: Philosophical Library, Inc. 1956. 445 pp.

Alphabetically arranged entries including biographies of Russian writers, periods and schools in Russian literature of all eras, special Russian literary types and forms, and special literary terms.

A History of Russian Literature. D. S. Mirsky. Rev. ed. New York: Alfred A. Knopf, Inc. 1949. 518 pp.

A succinctly written history of Russian literature from its beginnings to the late Stalin era, especially well organized through liberal use of headings for quick reference. The index is most detailed. Brief bibliography of

English-language works on the subject, including a list of anthologies.

Modern Russian Literature. Marc Slonim. New York: Oxford University Press. 1953. 467 pp.

A comprehensive survey of the subject "from Chekhov to the present."

S. SCANDINAVIAN LITERATURE

SEE ALSO Danish Literature.

An Introduction to Scandinavian Literature. Elias Bredsdorff, Britan Mortensen, and Ronald Popperwell. Copenhagen: Ejnar Munksgaard Forlag. 1951. 245 pp.

A comprehensive but concise discussion in chapter form of Old Norse and medieval and modern Swedish, Danish, and Norwegian literatures by periods. Considerable biographical data on individual authors. The work is carefully indexed.

t. SLAVIC LITERATURE

SEE ALSO European Literature; Russian Literature.

Czech and Slovak Literature. William E. Harkins and Klement Simoncic. New York: Department of Slavic Languages, Columbia University. 1950. 50 pp.

Brief essays on Czech, Slovak, and Lusatian literatures, with bibliographies on the subjects.

U. SPANISH LITERATURE

SEE ALSO Latin-American Literature; Mexican Literature.

Bibliografía de literatura hispánica. Madrid:

Consejo Superior de Investigaciones Científicas. 1950—

A multivolumed, most comprehensive bibliography of the literatures of the Iberian peninsula, excluding Portugal. That is, it covers works in the Catalan, Castilian, Galician, and Basque languages and dialects, with those in Castilian including both Spain proper and Latin America. Works listed are about the literatures covered and include all types of material in book and periodical form. The volume arrangement is by period, with Vol. III covering the Middle Ages and Vol. IV devoted to the sixteenth and seventeenth centuries. New volumes appear about once every 18 months, Vol. IV being published in 1955. Supplements to already published volumes have appeared in *Revista de literatura* and are being reprinted separately.

Dictionary of Spanish Literature. Maxim Newmark. New York: Philosophical Library, Inc. 1956. 352 pp.

A collection of perhaps 1000 entries on all phases of Spanish literature, of both Spain and Latin America, from the medieval period to the present. Entries, arranged alphabetically, include biographies of authors, critics, and scholars; articles on literary forms, great masterpieces, literary schools and movements; and many definitions of Spanish literary terms. Longer entries for the most part carry bibliographies. The cross-referencing is especially well done.

History of Spanish Literature. James Fitzmaurice-Kelly. New York: D. Appleton and Company, Inc. 1928. 423 pp.

A concise and factual survey of the subject, well arranged and indexed in great detail.

16·260

Literature, Criticism of

SEE ALSO Literature.

A History of Modern Criticism 1750–1950. René Wellek. New Haven, Conn.: Yale University Press. 1955— . 4 vols.

An encyclopedic survey of two centuries of criticism, with separate chapters concentrating primarily on one or two critical giants of various periods. Arrangement is more or less chronological, and the work is international in scope.

Lithography. SEE Graphic Arts; Posters; Printing; Prints.

Livestock Breeding and Raising. SEE Agriculture; Animal Life; Veterinary Medicine.

Local Government. SEE Municipalities and Municipal Government.

Lumbering. SEE Forest and Forestry; Wood.

16·261

Lutheran Church

SEE ALSO Protestantism; Religion.

Lutheran Cyclopedia. Erwin L. Lueker, ed. St. Louis, Mo.: Concordia Publishing House. 1954. 1160 pp.

Based in part on the *Concordia Cyclopedia*, published in 1927, this work consists of about 12,000 entries arranged alphabetically, many

of them signed by experts. The contents include many biographies, primarily of deceased persons, and articles on a wide variety of religious and moral topics, either concerned specifically with Lutheranism or emphasizing the Lutheran point of view. Entries on other Christian sects, organizations, the Lutheran churches of various countries, Bible and Bible study, art, music, and educational subjects.

Machinery. SEE Farm Machinery and Equipment; Manufacturing; Mechanical Engineering; Tools.

16·262

Magazines

SEE ALSO Advertising; Journalism; Publishing; Writing. SEE ALSO Chapter 8 for guides to the contents of magazines and other periodicals.

American Authors and Books, 1640–1940 [16·259b] contains entries on various magazines famous in U.S. literary history, past and present.

History of American Magazines. Frank Luther Mott. Cambridge, Mass.: Harvard University Press. 1938–1939. 3 vols.

A comprehensive history of the development of U.S. magazines from colonial times to the 1930s, full of useful reference data.

Index to Little Magazines [8·5] indexes the contents and maintains a running history of the various little magazines as they come and go. Initial issue, 1948.

The Literary Market Place [16·365] contains directory-type data, including circulation figures, for several hundred U.S. magazines, selected for inclusion as either book-review media or markets for unpublished material.

The Little Magazine: A History and Bibliography. Frederick J. Hoffman and others. Princeton, N.J.: Princeton University Press. 1946. 440 pp.

A unique volume chronicling the history of an important segment of U.S. literary publishing, with complete bibliography.

The Nation's Leading House Magazines. New York: Gebbie Press. 1952– .

A biennial guide to all U.S. house organs that accept material for publication from public-relations sources, free-lance writers, photographers, and other sources. Recent editions list more than 3000 publications in all with a total circulation exceeding 100,000,000 copies. Arrangement is alphabetical by publishing firms. Each publication is briefly described, with its cover pictured, editor named, and general contents outlined. Free-lance data are especially emphasized. Indexed by title, location, circulation bracket, industry, and free-lance subjects used.

The Oxford Companion to American Literature [16·259b] and **The Oxford Companion to English Literature** [16·259f] carry a number of entries on magazines and other periodicals famous or influential in the histories of U.S. and English literature.

Printers' Ink Directory of House Organs [8·2] lists virtually all house organs printed in the U.S., including those printed for company consumption only, for reading by outsiders only, or a combination of both. Brief data included with each listing.

Publishers Information Bulletin [16·6] lists virtually all magazines that accept advertising, identifying them by type of publication, circulation, advertisers, and types of advertising contained.

16·263

Magic

SEE ALSO Folklore; Hobbies; Psychic Research; Theater.

Cyclopedia of Magic. Henry Hay. New York: David McKay Company, Inc. 1949. 498 pp.

A collection of how-to-do-it entries for the amateur and semiprofessional magician. Well illustrated with some 40 photographs and more than 300 line drawings.

Dictionary of Magic. Harry Wedeck. New York: Philosophical Library, Inc. 1956. 105 pp.

A collection of interrelated entries, several hundred in all, concerned with magic ceremonies, black magic, necromancy, divination, and similar topics from ancient times to the present.

The History of Magic. Eliphas Levi. New York: John Francis Rider, Publisher, Inc. 1949. 384 pp.

A history of the esoteric, heavily documented, from early times to the mid-nineteenth century, well indexed for reference; 18 illustrations.

History of Magic and Experimental Science. Lynn Thorndike. New York: The Macmillan Company (Vols. 1-2); Columbia University Press (Vols. 3-6). 1929-1941. 6 vols.

An exhaustive survey of the history of magic in its every aspect from about the time of Christ through the sixteenth century. The first four volumes are separately indexed; an index to the last two volumes appears in Vol. 6.

Witchcraft Today. Gerald B. Gardner. New York: John Francis Rider, Publisher, Inc. 1954. 164 pp.

A discussion of witchcraft rites that are still practiced in the modern world. Modern practices are correlated with those of ancient times.

16·264

Mammals

SEE ALSO Animal Life; Biology; Cats; Cattle; Dogs; Fossils; Hamsters; Horses; Monkeys; Pets; Rabbits; Raccoons; Veterinary Medicine.

Birds and Beasts [16·14] devotes about two-thirds of its pages to a description of the major mammals of the world.

Classification of Mammals. George Gaylord Simpson. New York: American Museum of Natural History. 1945. 350 pp.

A description of the methods used in classifying mammals and a classified list of them, especially useful as a source of the standard scientific names of the various mammals.

Field Book of North American Mammals. H. E. Anthony. New York: G. P. Putnam's Sons. 1928. 674 pp.

A thorough guide to the identification of mammals of the U.S. and Canada, with full descriptions and pictures of most of them.

A Field Guide to the Mammals. William Henry Burt. Boston: Houghton Mifflin Company. 1952. 280 pp.

An illustrated guide to the identification of mammals found in the U.S. and Canada, with brief descriptions of each.

How to Know the American Mammals. Ivan Terrance Sanderson. Boston: Little, Brown & Company. 1951. 164 pp.

An illustrated guide to the identification of North American mammals.

Living Mammals of the World. Ivan Terrance Sanderson. New York: Hanover House. 1955. 303 pp.

Photographs and odd and interesting facts about various major mammals of all parts of the world. Of the 340-odd illustrations, nearly 200 are in full color.

The Mammal Guide. Ralph S. Palmer. New York: Doubleday & Company, Inc. 1954. 384 pp.

A field-guide type of publication, covering mammals of the U.S. and Canada, with basic information on them, some 250 photographs in color, line drawings, and nearly 150 maps showing distribution, habitat, etc.

Mammals of Eastern Asia. George Henry Hamilton Tate. New York: The Macmillan Company. 1947. 366 pp.

An illustrated descriptive guide to the various unusual mammals of Japan, China, and other countries of eastern Asia.

The Mammals of Eastern United States. William J. Hamilton. Ithaca, N.Y.: Comstock Publishing Assoc., Inc. 1943. 440 pp.

Descriptions and life histories of the various mammals found east of the Mississippi, covering 253 species and subspecies, with 183 illustrations, including photographs, line drawings, and maps.

Mammals of North America. Victor H. Cahalane. New York: The Macmillan Company. 1947. 682 pp.

A popularly written survey of nearly all the mammals of the U.S. and Canada, well illustrated.

Mammals of the Pacific World. T. D. Carter and others. New York: The Macmillan Company. 1945. 227 pp.

An illustrated guide to the mammals of the Pacific islands and fringe areas, emphasizing the areas occupied by U.S. forces in World War II.

Manners. SEE Etiquette.

16·265

Manufacturing

SEE ALSO Advertising; Air Conditioning; Automobiles; Aviation; Brewing; Building and Contracting; Business and Finance; Cement and Concrete; Chemistry and Chemical Engineering; Civil Engineering; Cosmetics; Design; Drugs; Electricity and Electrical Engineering; Electronics; Engineering; Engraving; Farm Machinery and Equipment; Fertilizers; Food Preservation; Furniture; Glass and Glassware; Guns; Heating and Ventilation; Industrial Health and Medicine; Inventions; Labor and Labor Unions; Laboratories; Lighting; Materials; Metallurgy; Musical Instruments; Packaging; Paints and Varnish; Paper and Papermaking; Personnel Management; Petroleum and Natural Gas; Plastics; Plumbing; Printing and Typography; Purchasing; Radio; Railroads; Recipes and Formulas; Rugs; Safety; Ships and Shipping; Silk; Solar Energy; Statistics; Synthetic Substances; Technology; Television; Textiles; Tools; Toys; Trade and Commerce; Watches and Clocks; Weights and Measures; Wines; Wood; Wrought Iron.

The processes of manufacture in various major fields are covered fairly well in most of the up-to-date general encyclopedias, though minor areas of manufacturing tend to be neglected. *World Book Encyclopedia* [5·1] contains a large number of especially useful flow charts showing the different steps of manufacture in major fields. *American Peoples Encyclopedia* [5·1] devotes an unusually large proportion of its space to technical descriptions of manufacturing processes.

American Chemical Industry [16·88] traces the development of the chemical manufactur-

ing industry in the U.S. from colonial times to the present, giving especially useful data on specific major companies in the industry.

"American Industries Series." Cambridge, Mass.: Bellman Publishing Co.

A collection of pamphlets of 32 or 64 pages on some 18 different major U.S. industries, most of them engaged in manufacturing, designed primarily for the guidance of vocational counselors and people contemplating working in these industries. Industries covered include aviation, aluminum, automobiles, banking, candy, garment, plastics, cement, pharmaceuticals, etc.

Annual Survey of Manufactures. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office. 1952 .

A publication that covers in a summary fashion much of the statistical data covered in the less-frequent *Census of Manufactures* (see below). Statistics are not always so exact but are most useful as guides.

Blue Book of Southern Progress [15·4] describes the growth and present status of major manufacturing industries in the 16 states of the South.

Canadian Trade Index [16·69] provides annual statistical information on manufacturing in Canada.

Census of Business [16·69] includes data on sales of U.S. manufacturers.

Census of Manufactures. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office.

A census begun in 1810 and taken irregularly since that time, with the latest taken in

1946 and 1954. The results of the latter census were published in 1956 in three volumes: Vol. 1, a general summary of statistics; Vol. 2, statistics by industries; Vol. 3, statistics by states. Statistical data are most complete and well organized for quick finding.

Conover-Mast Purchasing Directory [16·367] lists manufacturers of plant equipment, alphabetically and also classified by types of products.

The Dictionary of Business and Industry [16·69] contains several hundred definitions of terms used in manufacturing of a rather general and not too technical nature.

Directory of Manufacturers of America. Brooklyn, N.Y.: Directory of Manufacturers of America. 1955. 1143 pp.

A list of about 300,000 manufacturers of all types of products in the U.S., arranged first by states and then by products. Basic information about each company listed.

The Economic Almanac [16·69] contains a summary of current statistics on U.S. manufacturing.

Editor and Publisher Market Guide [15·4] lists the major manufacturing plants in each town or city in the U.S. and Canada in which a daily newspaper is published.

Encyclopedia of Chemical Technology [16·88] describes in considerable detail the manufacturing processes involved in almost every industry related in any way to the chemical industry.

Engineering Encyclopedia [16·152], emphasizing mechanical engineering, includes much data on the special problems of manufacturing.

The Foreman's Handbook [16·323] treats the problems of the factory foreman.

Glossary of Machine Shop Terms and Definitions [16·273] defines many special terms used in certain types of manufacturing.

Handbook of Dangerous Materials [16·389] treats the problems of storage and use of explosives and other dangerous materials in manufacturing.

History of Manufactures in the United States. Victor S. Clark. Rev. ed. New York: McGraw-Hill Book Company, Inc. 1929. 3 vols.

Published for the Carnegie Institution, this is a most comprehensive, though somewhat

discursive, history of U.S. manufacturing from early times to the post-World War I period. Excellent index.

Illustrated Technical Dictionary [16·432] defines and illustrates with diagrams many of the fundamental processes used in manufacturing.

Industrial Chemistry [16·88] is a useful handbook on the basic processes in chemical manufacturing, covering about 50 major industries.

Industrial Cities Excursion Guidebook [15·4] provides a summary of the manufacturing activities of Philadelphia, Chicago, Detroit, Pittsburgh, and Buffalo, with correlated data on urbanization and transportation.

Industrial Marketing, Market Data and Directory Number [16·270] provides basic data on a large number of major manufacturing industries.

The International Encyclopaedic Who Is Who in Music [14·4] contains a directory of manufacturers of musical instruments.

Kelly's Directory of Merchants, Manufacturers and Shippers. London: Kelly's Directories, Ltd.

An annual publication covering in great detail the manufacturers, wholesale merchants, and shippers of the British Isles and the dominions and colonies of the British Empire. There are three sections: an alphabetical list, a classified list by product or trade, and a classified list of importers and exporters. Supplementary data of less detail and scope on the manufacturers, etc., of other countries, including the U.S.

Kodak Industrial Handbook [16·330] describes the uses of photography in manufacture.

McKittrick's Directory of Advertisers [16·6] lists about 20,000 U.S. manufacturers who advertise nationally, classified both geographically and by type of product.

Moody's Industrials. New York: Moody's Investors Service.

Another of the Moody annuals, with semi-weekly loose-leaf supplements, this one lists more than 4000 industrial companies in the U.S. and some 30 foreign countries with full descriptions of each company, including its history, subsidiaries, business and products, trade-marks, properties, officers, financial

status, etc. In addition, statistics on basic industries, indexes of bond yields, 10-year stock-price ranges, industrial classifications, stock and bond data, and Moody ratings.

National Industrial Register. Chicago: Manufacturers Directory Company.

An annual publication listing U.S. manufacturers geographically. Data include sources of supply and business services, buying and selling information. Classified buyers' guide section and section outlining U.S. government informational services for business and industry.

Pan American Yearbook [16·443], published only once in 1945, lists major manufacturers of the various American countries.

Plant Engineering Handbook [16·273] discusses the mechanical, chemical, and power operation of industrial plants, based on studies from 45 different major industries.

Poor's Register of Directors and Executives [16·69] carries basic information on every important manufacturing concern in the U.S.

Rand McNally Commercial Atlas [15·2] contains an analysis of manufactures for each state of the U.S. and for Canada.

16·266 Map Making

SEE ALSO 15·6 for sources of maps and charts. SEE ALSO Geography.

General Cartography. Erwin Raisz. 2d ed. New York: McGraw-Hill Book Company, Inc. 1948. 354 pp.

A textbook and reference guide to the principles of map making from the modern viewpoint, with more than 300 helpful illustrations. The new edition incorporates the many advances made in the cartographer's art during World War II, including aerial

Standard Advertising Register [16·6] in its "Product Edition" lists 13,500 or more advertisers classified by the general product they manufacture. The general classifications are further indexed by subdivisions, and the entire list is indexed by trade and brand names.

Sweet's File. New York: F. W. Dodge Corporation. 5 vols.

An annually published bound file of manufacturers' catalogues. In five volumes it provides information on suppliers of equipment, covering product design, product engineering, machine tools, industrial construction, and architecture. The volumes are indexed by firm, product, and trade names.

Thomas' Register of American Manufacturers. New York: Thomas Publishing Company. 1905-. 4 vols.

The most complete directory of U.S. manufacturing companies. Various sections of the directory include a list of manufacturers classified by their products, arranged geographically with capital ratings; an alphabetical list of manufacturers, with their home and branch offices, subsidiaries, cable addresses, and indication of interest in export trade; an alphabetical list of trade names, with manufacturers' names and addresses.

photography, map interpretation, and photographic surveying methods.

Maps and Diagrams. F. J. Monkhouse and H. R. Wilkinson. New York: E. P. Dutton & Co., Inc. 1952. 330 pp.

A textbook guide to map making, emphasizing both the general principles of cartography and the specific methods used in making various special types of maps, such as climate charts, population maps, and economic maps. About 200 illustrations.

16·267 Marine Biology

SEE ALSO Biology; Fish; Shells; Tropical Fish.

Animals of the Seashore [16·19] discusses both the aquatic and the land animals commonly found along the U.S. Pacific Coast. Many illustrations.

Aspects of Deep Sea Biology. N. B. Marshall. New York: Philosophical Library, Inc. 1954. 380 pp.

A popularly written guide to the denizens

of the deep, heavily illustrated with line drawings.

The Underwater Guide to Marine Life. Carleton Ray and Elgin Ciampi. New York: A. S. Barnes and Company. 1956. 351 pp.

A field guide for skin divers, identifying major forms of underwater plant and animal life. Many illustrations, both photographs and line drawings, including 16 pages in full color. Some illustrations show movement patterns; others are silhouettes.

16·268

Marine Corps, U.S.

SEE ALSO Military Science; Navy.

The Marine Corps Wife [16·156] tells the wife of a Marine how to adjust to service life and in the process describes the organization, training, and customs of the Marine Corps.

The Marine Officer's Guide. G. C. Thomas

and others. Annapolis, Md.: U.S. Naval Institute. 1956. 528 pp.

A detailed treatment of the history, traditions, functions, and organization of the U.S. Marine Corps. Information on how to become a Marine officer and how the new officer should comport himself. Special sections cover current rules and regulations of the Corps.

16·269

Marine Engineering and Architecture

SEE ALSO Architecture; Mechanical Engineering; Navigation and Seamanship; Navy; Ships and Shipbuilding.

A Glossary of Sea Terms [16·301] contains definitions of a number of terms related to marine engineering.

Glossary of Shipbuilding and Outfitting Terms. Walter J. Eddington. New York: Cornell Maritime Press. 1944. 434 pp.

A dictionary defining more than 3500 terms used in shipbuilding and outfitting, with a number of useful line drawings. The appendix includes a table of weights and measures and various tables of standard equipment for different ship departments.

International Maritime Dictionary [16·301] defines and discusses numerous terms pertaining to shipbuilding and marine engineering and gives the French and German equivalents of these terms.

Knight's Modern Seamanship [16·301] discusses the general principles of naval ship construction and repair.

Merchant Ships, World Built [16·403] discusses trends in design of new merchant vessels and gives drawings and deck plans of many new vessels. Listings of newly built ships include data on the builders.

Shipbuilding Terms. Fred C. Williamson. New York: American Technical Society. 1942. 63 pp.

A wartime glossary of basic marine architecture and engineering terms intended for the use of shipbuilding workers.

The Shipping World Year Book and Who's Who [14·4] includes a directory of shipbuilders, ship repairers, and marine-engine builders.

16·270

Marketing and Market Research

SEE ALSO Advertising; Business and Finance; Commodities; Manufacturing; Merchandising; Public Relations.

Books for the Advertising and Marketing Man [16·6] is a classified bibliography of books relating to marketing, salesmanship, and allied fields.

A Comprehensive Classified Marketing Bibliography. David A. Revzan. Berkeley, Calif.: University of California Press. 1951-1952. 3 vols.

A classified guide to the literature of the subject, published in three parts: Vol. 1, books published through 1949; Vol. 2, periodicals, pamphlets, dissertations, and government publications; Vol. 3, further periodical

literature on the subject, primarily in trade magazines. An author index appears separately in each volume.

County Business Patterns. U.S. Department of Commerce. Washington, D.C.: Government Printing Office. 1946-. 10 vols.

A marketing survey of the U.S. and its territories, published annually. It gives data on about 175 industry groups for the U.S. as a whole, each state and territory, and nearly 500 selected large counties, judiciously scattered about the country. Data on 10 broad industries are also given for all counties. Both manufacturing and other industries are included. Volumes cover various homogeneous regions.

Dictionary of Advertising and Distribution [16·276] gives definitions of marketing terms in eight languages.

Dictionary of Marketing Terms. International Chamber of Commerce. Basel: Verlag für Recht und Gesellschaft. 1952. 102 pp.

A supplement to the *Dictionary of Advertising and Distribution*; gives definitions in terms of U.S. usage of several hundred familiar marketing terms.

Editor and Publisher Market Guide [15·4] gives data necessary in studying markets on each city and town in the U.S. and Canada in which a daily newspaper is published, including population data of various sorts, types of businesses and industries, banks, retail stores, estimated payrolls, mining, manufacturing, communications, and transportation.

Encyclopedia of Advertising [16·6] explains most of the more common terms used in marketing and market analysis.

Farm Market Data Book [16·7] provides the market analyst with basic data for each county, state, and region of the U.S., including the number of farms, number of farms selling more than \$4000 worth of products annually, amount of farm automotive equipment, number of farms with electricity, and total values of farm land and farm products.

Industrial Marketing. Market Data and Directory Number. Chicago: Advertising Publications, Inc.

An annual issue of *Industrial Marketing*, appearing on June 25. It covers more than 60 major and over 40 minor industrial and trade markets, giving basic statistics, what each market buys, and what current trends are. It also lists additional sources of information on various markets and media covering each market. Coverage is for the U.S. and Canada. An index to business reference publications, including periodicals, directories, etc. Periodicals listed include both trade magazine and specialized publications.

Marketing. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1954. 506 pp.

The 1954 Yearbook of Agriculture, covering all phases of agricultural marketing, such

as its basic structure, sales by farmers, the central market, food retailing, cooperatives, and food storage, processing, consumption, and prices, indexed in detail. Market atlas with maps.

National and International Marketing Channels Directory. 3d ed. New York: World Trade Academy Press. 1955. 280 pp.

A guide to analyzing problems of national and international distribution and marketing, arranged in four parts: Part 1, a classified guide to the marketing data for 140 essential products, covering 64 countries and listing 1200 directories and other reference works and 150 organizations; Part 2, a list of trade directories and other reference sources with data about their contents; Part 3, an analysis of marketing data for various countries and a list of trade directories published in or about each country; Part 4, a list of national and international organizations concerned with marketing and distribution, giving directories of members and names of persons who attended recent meetings.

Population and Its Distribution. J. Walter Thompson Company. New York: McGraw-Hill Book Company, Inc. 1952. 428 pp.

An analysis of the data of the 1950 U.S. Census from the special point of view of the market analyst, presented in three parts: a listing of 162 major markets in the order of their size; the population, number of families, and volume of retail sales for each county and each city of a population in excess of 2500; a list of each place in the U.S. of more than 1000 population.

Printers' Ink Advertisers' Guide to Marketing. New York: Printers' Ink Publishing Co. 1953— .

A section of one of the late fall issues of *Printers' Ink*, appearing annually, this presents current market-analysis figures especially selected for use by the advertising industry. Each issue includes a number of new features made of interest by new developments.

Rand McNally Commercial Atlas [15·2] analyzes the retail trade markets for each state of the U.S., with many statistical data and maps.

Martyrology. SEE Roman Catholic Church. SEE ALSO 14·4 (Saints).

16·270A

Masonry

SEE ALSO Organizations.

The Freemason's Pocket Reference Book. Fred L. Pick and Norman G. Knight. New York: Philosophical Library, Inc. 1956. 300 pp.

A collection of material on such phases of the freemasonry movement as biographies of leaders, history, and such aspects of its procedures and rituals as are not "classified."

Masonry. SEE Architecture; Building and Contracting.

16·271

Materials

SEE ALSO Building and Contracting; Manufacturing; Mining and Quarrying; Purchasing; Wood.

Do-It-Yourself Materials Guide [16·139] describes the uses of all types of materials for home building and repairing and other home-workshop projects, including types and strengths of window glass, lumber sizes, plumbing and electric supplies, and building hardware. Many charts and illustrations.

Handbook of Dangerous Materials [16·389] discusses the problems in industrial uses of explosives and other dangerous materials, and how to meet them.

Handbook of Engineering Materials. Douglas F. Miner and John B. Seastone, eds. New York: John Wiley & Sons, Inc. 1955. 1360 pp.

A comprehensive guide to materials used in all phases of engineering, divided into four general sections: general materials, metals, nonmetals, and construction materials. Each section is further subdivided by specific materials; their properties and uses are described,

and they are classified and graded. Detailed index.

Materials Handbook. George S. Brady. 8th ed. New York: McGraw-Hill Book Company, Inc. 1956. 950 pp.

A compilation of basic data on some 9000 different materials used in engineering and industry for the use of purchasing agents and other persons concerned. Data include chief characteristics, comparisons with similar materials, sources, substitutes, adulterants, and uses. Appendixes give data on geographic distribution of material resources.

Uses and Applications of Chemicals and Related Materials. Thomas C. Gregory. New York: Reinhold Publishing Corporation. 1939-1944. 2 vols.

A guide to the industrial uses of more than 5000 patented chemical and related products. Vol. 1 lists the products alphabetically, giving their French- and German-language equivalents. Vol. 2 is an updating of the original volume.

16·272

Mathematics

SEE ALSO Interest; Science.

Encyclopaedia Britannica and *Encyclopedia Americana* [both 5·1] devote by far the most space of any of the general encyclopedias to entries on mathematics. *Britannica's* entries, though most detailed, are frequently highly technical. *Americana* has more entries on the subject, generally shorter and somewhat simpler to understand. Many definitions of mathematical terms in *Webster's New International Dictionary* [7·1] are unusually full and de-

scriptive, frequently accompanied by diagrams, and fairly simple to understand.

Chemical Engineers' Handbook [16·88] contains mathematical tables of special use to the chemist and chemical engineer.

Concise History of Mathematics. Dirk J. Struik. New York: Dover Publications. 1948. 299 pp.

A simply written history of the growth of the science of mathematics, useful for reference because of its good index and its bibliography. About 50 illustrations.

Dictionary of Conformal Representations. H. Kober. New York: Dover Publications. 1952. 208 pp.

A highly technical compilation of 447 diagrams of geometrical forms and their transformations, useful to engineers, physicists, and other technicians in checking solutions to problems. Diagrams arranged by groups of formulas and properties of conformal representations. Bibliography and topological subject index.

Dictionary of Mathematical Sciences. Leo Herland. New York: Frederick Ungar Publishing Co. 1951-1954. 2 vols.

A two-way English-German dictionary, stressing mathematics but involving related fields such as business arithmetic, statistics, physics, and astronomy. Vol. 1 is German-English; Vol. 2, English-German.

Dictionary of Technical Terms [16·432] defines most common and many uncommon mathematical terms in a concise and non-technical fashion.

From Zero to Infinity: What Makes Numbers Interesting. Constance Reid. New York: Thomas Y. Crowell Company. 1955. 160 pp.

A pleasantly written guide to the origin of numbers, their characteristics, folklore about them, etc.

Handbook of Mathematical Tables and Formulas. Richard S. Burington. 3d ed. Sandusky, Ohio: Handbook Publishers, Inc. 1949. 296 pp.

A collection of basic tables and formulas valuable through all elementary and reasonably complex stages of mathematics. The first part summarizes the most important formulas and theorems of algebra, trigonometry, analytic geometry, calculus, and vector analysis. The second part includes tables of logarithms, exponential and hyperbolic functions, probability functions, squares, cubes, square roots, cube roots, reciprocals, natural secants and cosecants, and conversion factors for weights and measures.

Handbook of Probability and Statistics with Tables [16·423] contains mathematical data needed by the statistician and student of probabilities.

Mathematical Reviews. Lancaster, Pa.: American Mathematics Society. 1940- .

Abstracts of articles dealing with mathematics appearing in a wide variety of U.S. and foreign publications. The publication appears monthly except in August.

Mathematics Dictionary. Glenn James and Robert C. James. Princeton, N.J.: D. Van Nostrand Company, Inc. 1949. 432 pp.

A comprehensive dictionary of mathematical terms from arithmetic through calculus. Definitions are concise and generally clear to readers conversant with the levels of mathematics at which the terms are used.

Pocket Book of Chemical Technology [16·88] includes mathematical data for the chemist and chemical engineer, much of it in tabular form.

Ready Reckoner. Philadelphia: John C. Winston Company. 1940. 286 pp.

A collection of frequently used figures, such as amount and volume of merchandise at any price from a half cent to \$10 by weight or measure, cotton tables, log measures, weight of grain per bushel, and interest tables.

A Source Book in Mathematics. David Eugene Smith. New York: McGraw-Hill Book Company, Inc. 1929. 701 pp.

A comprehensive collection of source materials in the science of mathematics in all its phases, including related fields. Emphasis is on the history of mathematics.

The Study of the History of Mathematics. George Sarton. Cambridge, Mass.: Harvard University Press. 1936. 112 pp.

A guide to research in the field of the history of mathematics, with a well-selected bibliography of the subject.

Measurements. SEE Weights and Measures.

Meat and Meatpacking. SEE Agriculture; Carving; Cattle; Cooking; Food; Food Preservation; Manufacturing.

16·273

Mechanical Engineering

SEE ALSO Engineering; Manufacturing; Tools; Transportation.

ASME Handbook. American Society of Mechanical Engineers. New York: McGraw-Hill Book Company, Inc. 1953-1956. 4 vols.

Reference material for mechanical engineers, designers, and draftsmen concerned with product design and manufacture. Each volume was prepared by an authority. The first volume analyzes the properties of more than 500 different metals from the point of view of mechanical engineers. The second volume consists of engineering tables of data useful primarily to the designer. The third volume covers metals engineering—design, presenting all types of data needed by the designer in metals, including lists of source materials. The final volume is devoted to processes in metallurgy, primarily from the point of view of the designer, covering casting, forging, stamping, welding, etc. Each volume is well illustrated.

ASTE Die Design Handbook. Frank W. Wilson, ed.-in-chief. New York: McGraw-Hill Book Company, Inc. 1955. 732 pp.

A handbook of the American Society of Tool Engineers, this contains several hundred designs for all types of dies used in current processes, with full data, including dimensions, etc.

Car Builders' Cyclopedia of American Practice [16·373] contains data on the building, maintenance, and repair of railway locomotives and cars.

Concise International Dictionary of Mechanics & Geology. S. A. Cooper. London: Cassell & Co., Ltd. 1949. 416 pp.

A glossary giving the French, German, and Spanish equivalents of English-language terms, primarily in mechanical engineering in all its phases and in geology, particularly as related to mining and petrology, also terms in chemistry, mathematics, and related science and technology.

Diesel Engines. L. H. Morrison. Chicago: American Technical Society. 1943. 241 pp.

A complete description of the operation and maintenance of diesel engines, well indexed, with a glossary of special diesel terms.

Glossary of Machine Shop Terms and Definitions. Chicago: Kropp Forge Company. 1952. 30 pp.

A brief dictionary of machine-shop terminology.

Handbook of Applied Hydraulics. Calvin V. Davis. 2d ed. New York: McGraw-Hill Book Company, Inc. 1952. 1272 pp.

A collection of data on all phases of hydraulic engineering.

Machinery's Handbook for Machine Shops and Drafting Room. Erik Oberg and F. D. Jones. 15th ed. New York: The Industrial Press. 1954. 1911 pp.

With 14 main divisions thumb-indexed and the remainder of the contents indexed in detail, this work is a comprehensive collection of data on all the major phases of mechanical-engineering, shop, and drafting-room techniques and processes. Many of the data are in the form of tables, charts, and diagrams.

The Machinist Dictionary. Fred E. Colvin. New York: Simmons-Boardman Publishing Corporation. 1955. 496 pp.

A collection of several thousand definitions of terms used in all phases of mechanical engineering, along with tables, charts, and more than 400 illustrations.

Mechanical Engineers' Handbook. Lionel S. Marks, ed. 5th ed. New York: McGraw-Hill Book Company, Inc. 1951. 2236 pp.

A comprehensive and highly authoritative compilation of data on every phase of mechanical engineering of interest to the engineer, designer, and shop foreman and worker, divided into sections and fully indexed. More than 90 authorities contributed to the work. Over 2000 illustrations.

The New American Machinists' Handbook. Rupert LeGrand, ed. New York: McGraw-Hill Book Company, Inc. 1955. 1572 pp.

A comprehensive reference guide to machine-shop and drafting-room data and methods, organized in sections under general subject headings, with the contents indexed in detail. Subjects covered include various machinery and machine tools, drafting, and other machine-shop techniques and processes. Appendixes include general reference tables and a dictionary of shop terms. Over 1000 illustrations.

New Encyclopedia of Machine Shop Practice. George W. Barnwell, ed. New York: Wm. H. Wise & Co., Inc. 1941. 568 pp.

A collection of data on machine-shop techniques and practices, organized for quick reference.

Plant Engineering Handbook. William Staniar, ed. New York: McGraw-Hill Book Company, Inc. 1950. 2007 pp.

A collection of information on 74 subjects relating to the organization and operation of industrial plants, based on material from 45 different industries. Sections are organized according to general subjects, with the entire contents indexed in detail. More than 500 illustrations.

Tool Engineers' Handbook [16·490] covers all phases of the designing, fabrication, maintenance, and use of machine tools.

16·274 Medals and Decorations

SEE ALSO Military Science and Affairs; Prizes and Awards.

Air Officer's Guide [16·9] includes a section on medals and decorations, as does the *Navy Officer's Guide [16·302]* and the *Officer's Guide [16·26]*.

Insignia and Decorations of the U.S. Armed Forces. Gilbert Grosvenor and others. Rev. ed. Washington, D.C.: National Geographic Society. 1944. 208 pp.

Descriptions of insignia and decorations of all branches of the Armed Forces plus wartime insignia and decorations of many civilian branches of the U.S. government. Almost all insignia and decorations are shown in

about 2500 color pictures and 150 black-and-white illustrations, all of which are indexed.

Orders, Decorations and Medals of the World. Arthur Jocelyn. London: Nicholson & Watson, Ltd. 1934-. 12 vols.

Descriptions and illustrations, in color for the ribbons, of the medals and decorations of the various countries, grouped in volumes by countries.

Russian Orders, Decorations and Medals. Christopher Hurley. London: Harrison & Sons, Ltd. 1935. 90 pp.

An illustrated history of the medals and decorations of Czarist Russia, with 13 plates of illustrations, including 5 in full color.

16·275 Medicine

SEE ALSO Anatomy and Physiology; Antibiotics; Atomic Medicine; Biochemistry; Biology; Blindness; Child Care and Guidance; Dentistry; Dermatology; Drugs; First Aid; Gerontology and Geriatrics; Handicapped, The; Herbs; Hospitals; Industrial Health and Medicine; Laboratories; Nursing; Nutrition; Pediatrics; Poisons; Psychiatry; Public Health; Science; Surgery; Veterinary Medicine; Vitamins.

The juvenile and school encyclopedias tend to limit their coverage of medicine to brief discussions of anatomy, physiology, hygiene, and the more common ailments. Medical coverage in the adult encyclopedias is considerably broader in scope and treatment. Of these encyclopedias, the *American Peoples Encyclopedia [5·1]* unquestionably contains the largest amount of material in the field of the greatest use to the layman, including entries on virtually every relatively common disease, emphasizing

ing symptoms and treatment, as well as on drugs and other medical topics.

American Health Directory [16·312] lists societies, foundations, and schools concerned with medicine in all its aspects, arranged by fields.

American Hospital Directory [16·223] contains statistics on U.S. and Canadian hospitals, a directory of hospitals, lists of hospital organizations in the U.S. and various foreign countries, and a guide to the American Hospital Association and to hospital schools.

American Illustrated Medical Dictionary. William Alexander Dorland. 22d ed., rev. and enl. Philadelphia: W. B. Saunders Company. 1951. 1736 pp.

A collection of definitions of terminology in all phases of medicine, totaling about 132,000 different terms, which, according to the publishers, exceeds the number of terms in any other English-language medical dic-

tionary by about 50,000. Highly authoritative, the work has been a standard source for many years and is revised about every five or six years. More than 700 illustrations including about 50 color plates.

American Medical Directory. Chicago: American Medical Association. 1906- .

A "register of legally qualified physicians of the United States, Alaska, Canal Zone, Hawaii, Philippines, Puerto Rico, Guam, Samoa, Virgin Islands, Midway Islands and Wake Island, Canada, Newfoundland, Labrador, Yukon, and Northwest Territories." In the past, this directory has usually been published biennially, but the 19th edition of 1956 was the first published since 1950. It listed 240,638 physicians, including 46,348 new names and dropping 25,397 names that appeared in the 18th edition. In addition to the index of physicians, the directory contains general information about the AMA and such other directory data as lists of medical schools, medical libraries, and medical journals. Also a geographically arranged listing of doctors and hospitals.

Army Medical Library Catalog. Washington, D.C.: Library of Congress. 1950- .

Originally published as a supplement to the Library of Congress *Cumulative Catalog*, this separate publication was inaugurated first as an author catalogue of 1949 publications and two years later as an author-subject listing of new publications received in the Army Medical Library, the most complete medical library in the U.S. Publication is annual.

Basic Medical Terms and Techniques. Minnie I. Paddock. Chicago: American Technical Society. 1955. 148 pp.

A glossary of definitions of more common medical terminology selected for their interest to persons outside the medical field.

Biological Abstracts [16·51] includes a considerable amount of material related to medicine.

Black's Medical Dictionary. J. D. Comrie. 21st ed. London: A. & C. Black, Ltd. 1953. 1013 pp.

A standard British medical dictionary with more than 500 illustrations, including 4 color plates.

Blakiston's New Gould Medical Dictionary. 2d rev. ed. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1956. 1463 pp.

Completely revised edition of a standard medical dictionary. Besides virtually all important medical terms, many brief medical biographies; extensive tables of abbreviations, anomalies, the blood and its circulation, other anatomical and physiological parts and functions, psychological concepts, vitamins, etc. More than 250 illustrations, about half in full color.

The Complete Medical Guide. Benjamin F. Miller. New York: Simon and Schuster, Inc. 1956. 913 pp.

A comprehensive home medical adviser, emphasizing the maintenance of good health rather than disease and its treatment, though the commoner ailments are amply covered. Organized in sections under general headings and fully indexed for reference purposes. Also a dictionary of common medical terms defined in simple language.

Caring for the Sick Child at Home [16·321] discusses the common ailments of childhood, the causes of diseases, and their treatment in general ways, including what parents can do before the doctor comes.

Current List of Medical Literature [8·5] provides a comprehensive guide to new publications on all phases of medicine.

Cyclopedic Medical Dictionary. Clarence Wilbur Taber. 6th ed. Philadelphia: F. A. Davis Company. 1953. 1312 pp.

A dictionary of medical terms designed for use primarily by members of various branches of the medical profession, including doctors, nurses, dentists, and lawyers specializing in forensic medicine. Emphasis is placed on full treatment of major subjects. About 300 illustrations.

Dictionnaire français-anglais, anglais-français, des termes médicaux et biologiques. Pierre Lépine. Paris: Éditions Médicales Flammarion. 1952. 864 pp.

A two-way dictionary covering about 65,000 terms in each language relating to medicine and biology in all its aspects, including anatomical names, with an especially full coverage of idiomatic expressions. Emphasis is on American rather than British English. A number of tables translating weights and measures and other similar data from French to English equivalents and vice versa.

Directory of Medical Specialists. 7th ed. Chicago: The A. N. Marquis Company. 1955. 2352 pp.

A listing of more than 50,000 U.S. diplomates of the 19 different official specialty boards. With each physician, details of his special training, special society membership, hospital or medical school affiliation, and Armed Forces service are listed. Full listings are arranged by specialties and geographical locations with an alphabetical index of physicians' names.

Encyclopedia of Medical Sources [14·4] is an alphabetical listing of names of persons known for discoveries and innovations in the field of medicine with brief identification and mention of the accomplishment for which they are best known. A subject index.

English-Polish and Polish-English Medical Dictionary. W. Tomaszewski. 2d ed. Baltimore: The Williams Wilkins Company. 1953. 304 pp.

A two-way dictionary of general medical terms in the two languages with addenda including listings of terms in genetics and cytology and tables of signs, symbols, abbreviations, surgical instruments, and weights and measures. Some illustrations.

Every Woman's Standard Medical Guide. Chicago: Progress Research Corporation. 1949. 776 pp.

A profusely illustrated collection of medical information of special interest to women, including obstetrics, gynecology, nutrition, and care of children.

German-English Medical Dictionary. Louis DeVries. New York: McGraw-Hill Book Company, Inc. 1952. 560 pp.

A one-way dictionary listing about 40,000 German terms in medicine and related fields with their English-language equivalents.

A Guide to Medicine. Ivo-Geike-Cobb, eds. New York: Duell, Sloan & Pearce, Inc. 1951. 416 pp.

A layman's guide to general medicine, including hundreds of definitions of common medical terms and about 30 longer articles on important phases of health and treatment of disease by various medical experts.

Handbook for the Medical Secretary [16·397] contains general information on medicine that the doctor's secretary needs to know in addition to special secretarial instructions. Glossary of medical terms and considerable information on the routines of hospitals and clinics.

A History of Medicine. Arturo Castiglioni. 2d ed., rev. and enl. New York: Alfred A. Knopf, Inc. 1947. 1192 pp.

A comprehensive history of the development of the science of medicine from the earliest times, illustrated with more than 500 drawings and photographs. Bibliography and subject and name indexes.

History of Medicine. Cecil C. Mettler. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1947. 1215 pp.

A textbook for the medical student in the history of medicine, organized by the various specialties. Each of the 15 chapters is accompanied by an extensive bibliography. Personal-name and subject indexes.

Home Medical Book. R. S. Copeland. Rev. ed. Philadelphia: John C. Winston Company. 1950. 612 pp.

A layman's guide to the more common ailments, how to prevent them, how to recognize them, and how to cure or treat minor complaints. Alphabetical arrangement.

Home Nursing Textbook [16·307], an American Red Cross publication, gives information on general home-nursing techniques and on basic treatment of many injuries and ailments. Also sections on preventive medicine.

How to Become a Doctor [16·460] discusses the requirements for, the training of, and the vocational opportunities for practitioners in all fields of medicine, including the various specialties, dentistry, hospital administration, veterinary medicine, occupational therapy, and medical illustration.

How to Be Healthy in Hot Climates. Eleanor T. Calverley. 2d ed. New York: Thomas Y. Crowell Company. 1953. 286 pp.

A discussion in layman's language of the health problems of living in the tropics, covering dress, nutrition, and other daily habits, with considerable discussion of tropical diseases, their causes, prevention, and treatment. Fully indexed.

How to Help Your Doctor Help You. Walter C. Alvarez. New York: Harper & Brothers (paperbound edition, New York: Dell Publishing Co., Inc.). 1955. 284 pp.

A book designed to help the patient help himself, this discusses about 10 general areas of common ailments, including heart disease, high blood pressure, allergies, insomnia, and

general digestive complaints, and advises the patient what he himself can do to expedite his recovery. Each chapter includes a glossary of special terms. Indexed.

Index-Catalogue of the Library of the Surgeon General's Office, United States Army. Washington, D.C.: Government Printing Office. 1880-1950. 4 series.

Four dictionary catalogues of the contents of the Army Medical Library, including books, journals, and other periodicals, thus indexing one of the most important medical libraries in the world. Especially useful to the researcher, since through them he can order photostats of hard-to-find medical literature. The fourth series ended the cataloguing in this form, new literature being listed in the *Army Medical Library Catalog* (for books) and the *Quarterly Cumulative Index Medicus* (for periodicals).

Index Medicus [8·5], was, until discontinued in 1927, a comprehensive index to medical literature, in both book and periodical form. Its initial volumes covered literature published in 1879 and later.

Intelligent Layman's Medical Dictionary. Harry Swartz. New York: Frederick Ungar Publishing Co. 1955. 306 pp.

A collection of simply written, nontechnical definitions of the more common medical terms.

"The Legal Almanac Series" [16·253] contains a volume on the *Law of Medicine*.

Das Lexikon der Frau [16·471] contains medical information of special interest to women, including nutrition and child care.

Lippincott's Quick Reference Book for Medicine and Surgery. George E. Rehberger, ed. 14th ed. Philadelphia: J. B. Lippincott Company. 1949. 1723 pp.

Designed primarily for the use of doctors, this detailed work contains information on the diagnosis and treatment, including surgery, of almost all types of illnesses likely to be encountered in daily practice. Contents are indexed and well arranged for reference. The language is generally too technical to be easily understood by laymen.

Lippincott's Quick Reference Book for Nurses [16·307] contains data on the techniques and principles of nursing care in every major variety of disease or nursing situation, including drugs, nutrition, and obstetrics.

The Macmillan Medical Cyclopedia. William A. R. Thomson. New York: The Macmillan Company. 1955. 1020 pp.

A home medical adviser written for the most part in layman's language covering every variety of subject pertinent to the commoner diseases, first aid, home nursing, and preventive medicine. As the U.S. edition of a British work, some of the practices described may sound a bit strange to the American reader, but the information is fundamentally sound.

Medical Dictionary. New York: Grune & Stratton, Inc. 1950.

A trilingual dictionary, giving the German and French equivalents of many English-language medical terms.

Medical Library Association Handbook of Medical Library Practice [16·256] is an up-to-date guide to the organization and use of a medical library.

Medical Licensure Examinations [16·257] contains information on medical licensing as well as a review of subjects covered in typical licensing examinations.

The Merck Manual of Diagnosis and Therapy. 9th ed. Rahway, N.J.: Merck & Co., Inc. 1956. 1885 pp.

A ready reference source intended primarily for physicians but in large part written simply enough to be of considerable value to the layman with a smattering of knowledge of medical terms. It is organized in sections according to diseases of various organs of the body, with discussions of the various ailments included accordingly. Both diagnosis and treatment are covered in considerable detail. Mental illnesses are included.

National Library of Medicine Classification [16·256] is "a scheme for the shelf arrangement of books in the field of medicine and its related sciences."

Nelson Loose-Leaf Medicine. New York: Thomas Nelson & Sons. 1920-. 8 vols.

An encyclopedia of medicine intended primarily for the use of physicians and kept continuously up to date through the publication of revised pages to replace out-of-date pages in the binders. The index is also frequently revised.

New Gould Medical Dictionary. SEE *Blakiston's New Gould Medical Dictionary* (above).

Origin of Medical Terms. Henry Alan Skinner. Baltimore: The Williams Wilkins Company. 1949. 379 pp.

An alphabetical dictionary of about 3000 medical terms and personal names associated with medical terminology, giving brief data on the origins and circumstances of use of each term. An excellent source of "first facts" in the field. Many bibliographical citations in medical history.

Physicians Desk Reference to Pharmaceutical Specialties and Biologicals [16·143] includes a therapeutic indications index, giving quick reference to drugs recommended for treating specific illnesses, and such general medical information as antibiotic charts, allergy tables, pollination schedules, ingredients of common foods, vitamin charts, and eye-bank hospitals.

A Pictorial History of Medicine. Otto Bettmann. Springfield, Ill.: Charles C Thomas, Publisher. 1956. 318 pp.

A rather brief but comprehensive history of medicine accompanied by more than 1000 pictorial items taken from the Bettmann Archives covering medical progress from ancient Egypt to about 1900.

Pocket Book of Baby and Child Care [16·90] contains data on the common ailments of children, home remedies, and what to do till the doctor comes.

Pocket Japanese-English-German Medical Dictionary. R. Takasima. Tokyo: Bunkodo Kyodan. 1951. 256 pp.

A brief listing of the English and German equivalents of Japanese medical terms.

The Popular Medical Encyclopedia. Morris Fishbein, ed. Rev. ed. New York: Doubleday & Company, Inc. 1956. 514 pp.

A collection of practical medical information for the layman, written in simple language, arranged alphabetically with a detailed index. A number of line drawings.

"Practical Medicine Year Books." Chicago: Year Book Publishers, Inc. 1901- .

Essentially abstracts of current medical literature in most of the various specialties, published annually in 14 volumes, each of which can be purchased separately. Emphasis is on new research in diagnosis and treatment; contents include abstracts from both U.S. and foreign publications. Editorial comments where their use is indicated and many informative illustrations. The various volumes in the

series (the publishing year is from September through May) include the following:

- Year Book of Dentistry. 1934- .
- Year Book of Dermatology and Syphilology. 1901- .
- Year Book of Drug Therapy. 1901- .
- Year Book of Endocrinology. 1950- .
- Year Book of Eye, Ear, Nose and Throat. 1901- .
- Year Book of General Surgery. 1901- . Includes operative techniques, sepsis, wound healing, and anesthesia.
- Year Book of Medicine. 1901- . Essentially internal medicine.
- Year Book of Neurology, Psychiatry and Neurosurgery. 1901- .
- Year Book of Obstetrics and Gynecology. 1901- .
- Year Book of Orthopedics and Traumatic Surgery. 1940- .
- Year Book of Pathology and Clinical Pathology. 1940- .
- Year Book of Pediatrics. 1901- .
- Year Book of Radiology. 1932- .
- Year Book of Urology. 1922- .

Titles occasionally are changed to meet new developments and new emphasis in medicine. Each volume is separately indexed.

Quarterly Cumulative Index Medicus [8·5] has under this and an earlier title indexed periodical literature in medicine appearing in many languages since 1927.

Rehabilitation Literature 1950-1955 [16·209] lists more than 5000 books, magazine articles, and pamphlets, many of which treat the medical aspects of the treatment of handicapped children and adults.

Scientific, Medical, and Technical Books [9·3] in its basic volumes and supplements provides annotated bibliographies of selected works in all branches of medicine.

Spanish-English Chemical and Medical Dictionary [16·88] provides the English-language equivalents of more than 40,000 medical and chemical terms in Spanish. It is a companion volume to the *English-Spanish Chemical and Medical Dictionary*. The terms included cover general medicine, dentistry, surgery, drugs, and veterinary medicine.

Standard Nomenclature of Diseases and Operations. Richard J. Plunkett and Adaline C. Hayden, eds. 4th ed. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1952. 1034 pp.

Designed for medical librarians, this work provides a standard coding procedure for the recording of diseases and operations as approved by the American Medical Association.

Stedman's Medical Dictionary. 18th ed. Baltimore: The Williams & Wilkins Company. 1953. 1561 pp.

A frequently revised dictionary of many thousands of terms used in medicine, with their meanings, pronunciations, and derivations. In addition to general medicine, it covers dentistry, veterinary medicine, biochemistry, and many other related fields. Some 600 line drawings and 22 pages of plates, including 6 in full color, and a special section on medical etymology with an extensive root-word list. Recent editions have indi-

cated great efforts to simplify the language of definitions.

Whitla's Dictionary of Medical Treatment. R. S. Allison and T. H. Crozier. 9th ed. Baltimore: The Williams & Wilkins Company. 1957. 854 pp.

Primarily for the practitioner, this work is a well-organized guide to generally accepted treatments and remedies for virtually every disease.

You and Your Child's Health. Paulette Kahn Hartrich. New York: Harper & Brothers. 1956. 208 pp.

A book for parents on how to prevent illness in their children, to instill proper health habits and attitudes, to treat routine illnesses, etc. Indexed.

Mental Illness. SEE Medicine; Psychiatry; Psychology.

16·276

Merchandising

SEE ALSO Advertising; Accounting; Book-selling; Business and Finance; Manufacturing; Marketing and Market Research; Packaging; Public Relations; Salesmanship; Service Industries; Trade and Commerce.

Crowell's Dictionary of Business and Finance [16·69] defines most terms used in merchandising.

Dictionary of Advertising and Distribution. International Chamber of Commerce. Basel: Verlag für Recht und Gesellschaft. 1954. 600 pages.

A polyglot dictionary of more than 20,000 terms used in all phases of merchandising with their equivalents in French, German, Spanish, Italian, Dutch, Portuguese, and Swedish as well as English, on which the master list of words is based.

Dictionary of Marketing Terms [16·270], a supplement to the work immediately cited above, gives the American usage of many words connected with merchandising.

Editor and Publisher Market Guide [15·4] lists the chief retail stores located in each town or city of the U.S. and Canada in which a daily newspaper is published.

Encyclopedia of Advertising [16·6] provides definitions and discussions of many common merchandising terms.

Information Sources for Small Businesses [16·69] provides a bibliography of source materials on many phases of retail and wholesale merchandising.

Marketing [16·270], a Department of Agriculture Yearbook, discusses farm merchandising as well as food merchandising in general.

Rand McNally Commercial Atlas [15·2] contains an analysis of retail merchandising by states and by counties for the entire U.S. It also lists for each town or city included the number of retail outlets and the volume in dollars of retail sales for the previous year.

The Retail Jeweler's Handbook [16·241] provides detailed information on how to set up and operate a jewelry business successfully.

Small Business Bibliography [16·69] lists a great many sources of information for the small-scale retail and wholesale merchant.

Where to Sell Handicrafts [16·210] provides data on how to sell the products of skilled craftsmen as well as a directory of outlets.

16·277

Metallurgy

SEE ALSO Ceramics; Chemistry and Chemical Engineering; Iron and Steel; Manufacturing; Mechanical Engineering; Pewter; Recipes and Formulas; Silver; Technology; Welding; Wrought Iron.

The more technical phases of metallurgy are generally covered in only the largest and most advanced of the general encyclopedias. Perhaps the most detailed data on the subject are to be found in the *American Peoples Encyclopedia* [5·1], which contains profusely illustrated entries not only on metallurgy itself but on major and minor aspects of the subject.

ASME Handbook [16·273] deals with the properties of more than 500 metals, describes the various processes of metallurgy from the point of view of the designer, and contains various tables of reference data of interest to the metallurgist.

ASM Review of Metal Literature. Cleveland: American Society for Metals. 1945- .

Beginning with publications appearing in 1944, this annual offers "an annotated survey of articles and technical papers appearing in the scientific, engineering, and industrial journals and books here and abroad, received in the Library of the Batelle Memorial Institute, Columbus, Ohio." Author and subject indexes.

ASTM Book of Standards. Rev. ed. Philadelphia: American Society for Testing Materials. 1955. 2200 pp.

A triennially revised publication, published in seven parts that can be purchased separately or together in one publication. Each part is separately indexed, and all are covered in a combined index. Supplements are published in the years intervening between revisions. The whole publication contains more than 2000 standards set up by the society for testing various materials by chemical analysis. Each part covers one field or two or more related fields, as follows: 1, ferrous metals; 2, nonferrous metals; 3, cementitious, soils, etc.; 4, paint, wood, etc.; 5, fuels, petroleum, aromatic hydrocarbons, etc.; 6, electrical insulation, plastics, rubber; 7, textiles, water, soaps, paper, etc.

ASTM Methods of Chemical Analysis of Metals. Philadelphia: American Society for Testing Materials. 1950. 400 pp.

A compilation of the current ASTM methods for chemical analysis of ferrous and nonferrous metals and alloys, including methods of spectrochemical analysis. Periodic supplements are issued, and the publication is frequently revised.

ASTM Proceedings. Philadelphia: American Society for Testing Materials. 1900- .

An annual publication presenting all the reports and papers offered to the society during the year covered and accepted for inclusion in the work. Each volume contains an author and subject index. Papers included cover a wide variety of reports on industrial chemistry, metallurgy, cement and concrete, etc. The language is usually highly technical.

Fifty-year Index to Technical Papers and Reports. Philadelphia: American Society for Testing Materials. 1952. 230 pp.

An over-all subject and author index to the publications of the ASTM from 1902 on. Separate condensed subject index listing all the technical symposiums.

Handbook of Experimental Stress Analysis. Miklós Imre Hetényi. New York: John Wiley & Sons, Inc. 1950. 1077 pp.

A symposium by 31 experts on experimental methods of measuring stresses and strains in metals. The work is indexed in detail.

Machinery's Handbook for Machine Shops and Drafting Room [16·273] contains sections on metals and their treatment by heat and on cutting, forming and joining, and finishing metals.

Materials Handbook [16·271] contains data on sources and use of a wide variety of metallurgical materials.

Metal Data. S. L. Hoyt. 2d ed. New York: Reinhold Publishing Corporation. 1952. 535 pp.

A collection of important reference data for metallurgists and others working with metals, presented primarily in tabular and other easy-to-use forms. About 700 tables and graphs covering such subjects as various properties of metals under different conditions, lists of

test bars, hardness tests, corrosion data, conversion factors, and properties of elements.

Metallurgical Abstracts. London: Institute of Metals. 1934— .

Selections from the important current literature treating ferrous and nonferrous metals in many languages, published annually in classified form.

Metallurgical Dictionary. J. G. Henderson and J. M. Bates. New York: Reinhold Publishing Corporation. 1953. 408 pp.

Simply written definitions of about 4500 different terms used in all phases of metallurgy and metal-using industries.

Metals Handbook. Rev. ed. Cleveland: American Society for Metals. 1948. 1444 pp.

A comprehensive collection of data on all phases of metallurgy, arranged for easy reference.

Modern Metallurgy for Engineers. Frank T. Sisco. 2d ed. New York: Pitman Publishing Corporation. 1948. 499 pp.

A standard textbook on metallurgy, reasonably simple to understand. Numerous line drawings and photographs.

Rare Metals Handbook. Clifford A. Hampel, ed. New York: Reinhold Publishing Corporation. 1954. 544 pp.

A collection of reference data on more than 35 of the less common metallic elements. Data is arranged for quick reference on such subjects as occurrence, production statistics, physical and chemical properties, uses, and treatment. Many of the data are in tabular form. Extensive bibliographies.

The Retail Jeweler's Handbook [16·241] contains basic information on handling of metals in jewelry making. A table of melting points.

Tool Engineers' Handbook [16·440] contains considerable reference data on metallurgy as it applies to tool design, manufacture, repair, and maintenance. Many applicable reference tables.

The Welding Encyclopedia [16·469] defines and discusses many metallurgical terms.

Metaphysics. SEE Philosophy; Religion.

16·278

Meteorology

SEE ALSO Geography; Navigation and Seamanship; Science.

American Ephemeris and Nautical Almanac [16·29] contains information on weather in various waters of the world, stressing, of course, storms and other hazards to navigation.

Climate and Man. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1941. 1248 pp.

The 1941 Department of Agriculture Yearbook, this contains several dozen articles on climate and weather in general and in particular as it affects agriculture. The contents are well indexed. Many bibliographies. Treatment is both historical and current.

Climates of the Continents. W. G. Kendrew. 4th ed. New York: Oxford University Press. 1954. 650 pp.

A discussion of the various climates of the world arranged by natural divisions. Many of the reference data are in tabular form under such subjects as wind directions, temperature, sunshine, fog, and other elements

of weather. Increased emphasis in the revised edition on weather information required for aerial navigation.

Climatic Atlas of the United States. Stephen Sargent Visser. Cambridge, Mass.: Harvard University Press. 403 pp.

A detailed description of weather conditions in all parts of the U.S. accompanied by more than 1000 illustrative charts.

Climatology: General and Regional. Thomas A. Blair. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1942. 478 pp.

A textbook on meteorology, valuable for reference purposes primarily because of its many statistical tables and charts on weather conditions in all parts of the world.

Cloud and Weather Atlas. Hugh Duncan Grant. Rev. ed. New York: Coward-McCann, Inc. 1956.

A guide to all phases of meteorology, arranged for quick reference and illustrated with more than 165 photographs.

The Fisherman's Handbook [16·169] contains a section on weather as it affects fishing

as well as some information on normal weather conditions at recommended fishing spots in various parts of the U.S.

Handbook of Meteorology. F. A. Berry, Jr., E. Bollay, and N. R. Beers, eds. New York: McGraw-Hill Book Company, Inc. 1945. 1116 pp.

Reference data on all phases of meteorology prepared by a group of experts: meteorological mathematics with tabular data; meteorological physics including thermodynamics, atmospheric statics, kinematics, and dynamics of fluid flow; meteorological instruments; plotting of weather data; and other related subjects.

An Introduction to Climate. Glenn T. Trewartha. 3d ed. New York: McGraw-Hill Book Company, Inc. 1954. 402 pp.

A standard introduction to meteorology, discussing general aspects of weather and describing world weather by regions. Many useful classification lists and charts and nearly 300 illustrations of various types. Indexed.

Knight's Modern Seamanship [16·301] presents basic data on meteorology of special interest to the mariner, including sections on fog, clouds, storms, etc.

Meteorological Abstracts and Bibliography. Boston: American Meteorological Society. 1950-

A monthly collection of abstracts of meteorological literature from publications in many languages plus annotated listings of other publications about or relating to meteorology.

The Meteorological Glossary. 3d ed., rev. and enl. New York: Chemical Publishing Company, Inc. 1951. 253 pp.

A collection of definitions of meteorological terminology illustrated by many charts, diagrams, and some photographs. Also a number of tables of meteorological data of various sorts. The language of the definitions is reasonably nontechnical.

Sun and the Welfare of Man. Charles Greeley Abbot, ed. New York: Series Publishers, Inc. 1949. 384 pp.

A discussion of the solar system with special emphasis on the interrelationship between the sun and meteorology. In addition, there are considerable data dealing specifically with the weather in all its phases, an index, and numerous photographs and diagrams. Vol. 2 in the "Smithsonian Series."

Weather around the World. Ivan Ray Tannehill. Princeton, N.J.: Princeton University Press. 1943. 200 pp.

Descriptions of weather in various regions of the world, illustrated by many charts and statistical tables.

Weather Glossary. Alfred H. Thiessen. Washington, D.C.: Government Printing Office. 1946. 299 pp.

A dictionary of meteorological terms, with numerous bibliographical citations. A publication of the U.S. Weather Bureau.

Weather Lore [16·173] is a collection of superstitions, proverbs and maxims, and other folklore concerning the weather drawn from all literatures of all times.

The World Almanac [6·2] contains a section on meteorology, including some tabular material on the weather.

Microbiology. SEE Bacteriology.

16·279

Military Science and Affairs

SEE ALSO Air Force; Airplanes; Army; Aviation; Electronics; Government; History; Marine Corps; Navy; Rockets and Guided Missiles; Ships and Shipbuilding; Technology; Uniforms; Veterans' Affairs; Wars and Warfare; World War I; World War II.

Air University Periodical Index [8·5] indexes a number of U.S., British, and Canadian periodicals devoted to military science, especially those dealing with military aviation.

Armed Forces Sports Almanac [16·420] contains sports facts and figures on the organized sports of the various armed services of the U.S.

Brassey's Annual. New York: The Macmillan Company. 1886-

Formerly primarily a naval annual, this British publication now covers all the armed forces. It presents current data on the armed forces of the world in both strategy and

technology. Each year there are a number of special articles in addition to basic reference data.

Dictionary of Ordnance Terms. H. Strom and others. New York: Frederick Ungar Publishing Co. 1944. 440 pp.

A polyglot dictionary of terms in ordnance, covering arms, ammunition, explosives, and materiel. Part I is a German dictionary, giving the equivalents of terms in English, French, Italian, and Spanish. Part II provides an index to Part I in the four languages besides German.

German-English, English-German Military Dictionary [7·3] gives the equivalents in both languages of virtually all military and related terms. Also tables of abbreviations, weights and measures, military ranks, etc.

Index-Digest and Annotations to the Uniform Code of Military Justice [16·253] provides an annotated guide to recent decisions of the judge advocates general of the various services as well as an index to references in the *Manual for Courts-Martial, United States, 1951*.

The New Military and Naval Dictionary. Frank Gaynor, ed. New York: Philosophical Library, Inc. 1951. 295 pp.

A glossary of about 7000 terms commonly used in the Army and Navy defined and described. Definitions are concise, simply stated, and to the point. All aspects of service life are covered as well as all services, including the Coast Guard.

"Occupational Handbook Series" [16·460] describes the work engaged in by specialists

in the Army, Navy, and Air Force, classified by career fields. The descriptions of work and training provide much incidental information about the different services.

The Reservist's Guide and Record. Daniel J. Kern and George L. Cantzlaar. New York: David McKay Company, Inc. 1954. 277 pp.

"For officer and enlisted personnel" of the reserve forces of the Army, Navy, and Air Force, primarily active reservists and prospective reservists. A general section discusses reservists' benefits and the Reserve Officer Personnel Act of 1954. Separate sections describe the reservist programs of the three services, presenting most of the information in question-and-answer form. An appendix provides a record section for the individual reservist to fill out.

Your Assignment Overseas. Vernon Pizer and Perry Hume Davis, II. New York: W. W. Norton & Company, Inc. 1955. 291 pp.

"A handbook for the serviceman and his family," this book provides current information for service personnel being transferred overseas for duty. It describes how to get ready for such duty; what supplies to purchase; how to handle insurance, banking, and other red tape; what to do about automobiles and household furnishings; actual travel arrangements. Brief descriptions of living conditions in the various parts of the world in which service personnel are likely to be stationed and sections on touring abroad and of tables converting weights and measures, clothing sizes, etc., from American to various foreign usages.

16·280

Mineralogy

SEE ALSO Chemistry and Chemical Engineering; Geology; Jewels and Jewelry; Mining and Quarrying; Rocks; Science; Silver; Sulfur.

Of the various general encyclopedias, probably *Encyclopedia Americana* and the *American Peoples Encyclopedia* [both 5·1] contain the greatest number of entries on individual minerals with some data on their properties and use.

Dictionary of Gems and Gemology [16·241] defines more than 4000 English and foreign-language words, terms, and abbreviations used in the gem, jewelry, or art trades. Many of the data are essentially mineralogical.

Dictionary of the Names of Minerals. Albert H. Chester. New York: John Wiley & Sons, Inc. 1896. 320 pp.

An alphabetical list of names of minerals, giving the origin of the name, the person who applied it (if known), the circumstances, and the etymology. Each mineral is also described.

A Field Guide to Rocks and Minerals. Frederick Pough. Boston: Houghton Mifflin Company. 1953. 333 pp.

One of the "Peterson Field Guide Series," this work is in two parts: Part I, an introduction to the study of rocks and minerals, describing how to collect them, where to find

them, the physical properties of minerals, chemical and crystallographical classifications of minerals, how to test rocks and minerals; Part II, the various types and kinds of minerals. Also a glossary, a bibliography, a detailed index, and 253 photographs, including 72 in full color.

Gem Hunter's Guide [16·241] describes how and where to look for precious and semi-precious stones in the U.S.

How to Know the Minerals and Rocks. Richard M. Pearl. New York: McGraw-Hill Book Company, Inc. 1955. 200 pp.

One of the "McGraw-Hill Field Guide Series," this work tells how and where to find and identify more than 125 important minerals and rocks, with keys to their identification and special properties, uses, locations, and historical backgrounds. Data on building a rock and mineral collection by the amateur. Full-color illustrations.

Manual of Mineralogy. James Dwight Dana. 16th ed. New York: John Wiley & Sons, Inc. 1952. 530 pp.

A standard textbook of mineralogy, useful for its illustrations and for its many detailed tables.

Mineralogical Abstracts. The Mineralogical Society. London: Simpkin, Marshall, Ltd. 1922-

A classified collection of abstracts from the world's literature in mineralogy appearing in all types of publications dating from 1915 onward. The publication appears quarterly. Twelve issues constitute a volume that is indexed by author and subject as well as topographically.

Mineralogical Dictionary. New York: Chemical Publishing Company, Inc. 1948. 87 pp.

A glossary of more than 1400 mineralogical terms, including fairly extensive definitions of the more important minerals. 40 full-color plates depict about 200 important minerals.

Originally published in Great Britain as *Chambers's Mineralogical Dictionary*.

Mineral Resources of the U.S. U.S. Bureau of Mines and U.S. Geological Survey. Washington, D.C.: Public Affairs Press. 1948. 212 pp.

A comprehensive survey of the production and reserve sources of various important minerals found in the U.S.

The Mineral Resources of the World. William Van Royen. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1952. 181 pp.

Vol. 2 of *Atlas of the World's Resources*, this gives concise data on the mineral resources and production of various countries. Many charts and tables.

Minerals from Earth and Sky. George P. Merrill and William F. Foshag. New York: Series Publishers, Inc. 1949. 333 pp.

A simply written work, Vol. 3 of the "Smithsonian Series," that emphasizes meteorites, including a lengthy table of notable meteorites and of gems and gem materials. Indexed. Many illustrations, including a number of color plates.

Story of the Minerals. Herbert P. Whitlock. New York: American Museum of Natural History. 1932. 144 pp.

A general introduction to the study of minerals, written in rather technical language but highly authoritative in its facts. Well indexed.

The System of Mineralogy. James D. Dana and Edward S. Dana. 7th ed., rev. and enl. New York: John Wiley & Sons, Inc. 1944. 3 vols.

The classification of minerals as devised by the Danas, completely revised and brought up to date. With each listing, all basic technical data are given, including crystallographic and optical characteristics. Many diagrams and numerous bibliographies. Each volume is prefaced by a table of contents and separately indexed. The language is highly technical.

16·281

Mining and Quarrying

SEE ALSO Coal; Geology; Mineralogy; Petroleum and Natural Gas; Sulfur; Technology.

Editor and Publisher Market Guide [15·4] lists, where applicable, the ores mined in or about each town or city in the U.S. and Can-

ada in which a daily newspaper is published, frequently citing the total value of annual production.

Handbook for Prospectors. W. M. von Bernerwitz. 4th ed. New York: McGraw-Hill Book Company, Inc. 1943. 540 pp.

A collection of informative data, designed primarily for the inexperienced prospector, on how to go about prospecting. Information includes such practical hints as what clothing to wear, what equipment to take, how to carry it, and how to stay healthy while prospecting, as well as data on how to locate valuable mineral deposits, how to make samples, how to develop a claim, and markets and prices. Lists of metallic and nonmetallic ores and glossary of mining terms.

List of Publications. U.S. Bureau of Mines. Washington, D.C.: Government Printing Office. 1938. 356 pp.

A bibliography of the bureau's publications from its establishment in 1910 through June 30, 1937, indexed by subject and author. A supplement covering the period July 1, 1937, through Dec. 31, 1942, appeared in 1943. Additional supplements are probable.

Mineral Industry. New York: McGraw-Hill Book Company, Inc. 1892-1941. 50 vols.

A discontinued annual publication giving statistics on production and trade in mining as well as data on new technology in the field.

Rand McNally Commercial Atlas [15·2] gives statistical data on mineral production in the

U.S., including maps showing production of major minerals.

Statistical Summary of the Mineral Industry. Mineral Resources Division. London: H. M. Stationery Office. 1954. 349 pp.

A statistical survey of mining, covering production, trade, and resources, in the various parts of the British Empire.

The Uranium Prospector's Guide. Thomas J. Ballard and Quentin E. Conklin. New York: Harper & Brothers. 1955. 251 pp.

Complete data on how to go about America's latest outdoor sport, including what equipment to get and how to use it; how to stake a claim and exploit it; basic geological and mineralogical information as applied to uranium; maps of major uranium deposits; how to test, sample, and assay uranium ores; how to market the ore. Many of the data are in question-and-answer form. Several bibliographies, a glossary of terms, various appendices of government regulations and rulings on the subject, and many diagrammatic illustrations. Indexed.

World Production of Raw Materials [16·299] includes statistical data on mineral production in all parts of the world, mostly in tabular form.

16·282

Missions

SEE ALSO Christianity; Education; Religion.

Directory of World Missions. Joseph I. Parker. New York: International Missionary Council. 1938. 255 pp.

A listing, now unfortunately rather out of date, of missionary boards, societies, colleges,

cooperative councils, and other organizations related to Protestant missionary activities in all parts of the world.

Official Catholic Directory [16·386] contains data on mission activities of the Roman Catholic Church of the U.S.

16·283

Mohammedanism

SEE ALSO Religion.

The Encyclopaedia of Islam. New ed. Leiden, Netherlands: E. J. Brill, N.V. 1953- . 5 vols.

A revision of a work that first appeared in French in 1899 and was finally completed in English in 1940. It is a "dictionary of the geography, ethnography and biography of the Muhammadan peoples." In volumes totaling about 1280 pages and in a single alphabet, it includes reasonably detailed entries on virtually every person, place, or topic of importance that is part of or relates to the Arab-

Moslem world and to the Moslem religion. Nearly all entries are signed by authorities, and the scholarly level is high. Most entries carry selected bibliographies. The revision is being published in fasciculi of 64 pages at the rate of six a year. Thus the final pages should appear in about 1968.

Meaning of the Glorious Koran. Mohammed Marmaduke Pickthall. New York: The New American Library. 1953. 464 pp.

A useful translation of a study of the Koran designed for Moslem use but present-

16·284 MONKEYS

ing the fundamentals of the Moslem religion in a relatively simple fashion to the non-Moslem reader.

Sacred Books of the East [16·379] contains indexed translations of the major religious literature of the Moslems.

Shorter Encyclopedia of Islam. Sir Hamilton A. R. Bigg and J. H. Kramers, eds. Ithaca,

N.Y.: Cornell University Press. 1957. 679 pp.

A collection of all the articles from the first edition and supplement of *The Encyclopaedia of Islam* (above) that relate to the religion and law of Islam. Some of the articles have been revised and brought up to date, and nearly all the bibliographies have been updated.

Money. SEE Banks and Banking; Coin and Money Collecting; Foreign Exchange.

16·284

Monkeys

SEE ALSO Mammals; Pets.

Monkeys as Pets. Leonore Brandt. Fond du Lac, Wis.: All-Pets Books, Inc. 112 pp.

A brief but comprehensive guide to the care, feeding, and training of common varieties of monkeys as pets.

Moslems. SEE Mohammedanism.

16·285

Mosquitoes

SEE ALSO Insects.

Mosquitoes of North America. Stanley J. Carpenter and Walter J. LaCasse. Berkeley: University of California Press. 1955. 528 pp.

A comprehensive manual on the collecting and mounting of mosquito specimens; identifying the various genera and species; the distribution, etc., of the various varieties on the North American continent. 416 illustrations, including 128 plates of individual species and types.

16·286

Mosses

SEE ALSO Fungi.

How to Know the Mosses. Elizabeth M. Dunham. Boston: The Mosher Press. 1916. 287 pp.

Full descriptions of and guides to the identification of about 80 genera and some 150 species of mosses found in the north-eastern U.S. Many illustrations.

Motels. SEE Hotels and Motels.

Moths. SEE Butterflies and Moths.

16·287

Motion Pictures

SEE ALSO Audio-visual Education; Literature; Photography; Music; Theater. SEE ALSO 13·3 (Sources of Films, Filmstrips, and Slides).

The larger encyclopedia annuals described in 6·1 carry reasonably detailed accounts of the happenings in the film world during the years covered. The *American Peoples Encyclopedia Yearbook* [6·1] each year delays its publication sufficiently to include a full list of the Academy Award winners during that year. Brief notices of

the release of major films are recorded each week in *Facts on File* [6·2]. *Readers Guide to Periodical Literature* [8·4] indexes reviews of motion pictures.

Billboard Encyclopedia of Music [16·293], an annual, devotes a section to motion pictures, emphasizing music in them, and includes a directory of film producers and directors.

Canadian Index [8·4] includes a listing of newly issued Canadian documentary films.

Catalog of Copyright Entries [9·2] lists all copyrighted motion pictures in a single section. A cumulative listing covering the years 1891–1946 was published in 1947.

A Cumulative List of Motion Pictures and Filmstrips Represented by Library of Congress Printed Cards, 1951–1952. Ann Arbor, Mich.: J. W. Edwards, Publisher, Inc. 1953. 400 pp.

An almost complete listing of films copyrighted in the U.S. during the years covered.

A Directory of 2002 16mm Film Libraries. Seeley Reid and Anita Carpenter. Washington, D.C.: Government Printing Office. 1951. 113 pp.

A simple listing by state and city of libraries holding, usually for loan, 16-mm films, with the number and type of films held.

Elsevier's Dictionary of Cinema, Sound and Music [7·3] gives definitions of English terms used in movies, sound reproduction, and music, covering both American and English usage. In addition, equivalents of the terms are given in French, Spanish, Italian, Dutch, and German. Alphabetical indexes of the terms in these languages.

Film Index: A Bibliography. New York: The H. W. Wilson Company. 1941. 723 pp.

Prepared under the supervision of the Museum of Modern Art's film library, this work provides a bibliography of about 700 books, 3000 articles in periodicals, and about 4300 different films. The bibliography of source materials is fully annotated. Synopses of the films listed are given, along with other basic data.

Film Review. F. Maurice Speed, ed. London: Macdonald & Co. (Publishers) Ltd. 1944–.

An annual record of motion pictures, emphasizing Great Britain but covering happenings in other countries as well. Each year's edition contains a number of special articles as dictated by events, including studies of new technological developments. Recent editions carry about 300 black-and-white photographs and some 30-odd color plates, generally taken from U.S. and British movies. Regular features are lists of awards, biographies of new movie personalities, lists of foreign films, etc.

Guide to Dance Periodicals [8·5] indexes much material appearing in magazines relating to motion pictures, particularly articles

dealing with the dance, music, costuming, and scenic design.

International Motion Picture Almanac. New York: Quigley Publications. 1929– .

An annual that has appeared under a number of different titles reflecting changes in the field. From 1952 to 1954 it was called the *Motion Picture and Television Almanac*. The 1956 edition, published in 1955, adopted the above title and dropped information on television from its contents. These data were moved to a new publication, the *International Television Almanac* [16·433]. The 1956 edition, in addition to a "Who's Who" section containing brief biographies of about 8000 personalities of the motion-picture world, also lists directories of corporations, theater circuits, members of the press dealing with motion pictures, syndicates, and agencies of various kinds. It also lists motion pictures of all types produced during the year covered and surveys the industry in various countries of the world, giving some statistical data. Also sections on codes and censorship and a buyers' guide to motion-picture and theater supplies and equipment.

Motion Pictures, 1912–1939. U.S. Copyright Office. Washington, D.C.: Government Printing Office. 1951. 1256 pp.

In three parts: a list of all motion pictures copyrighted in the U.S. during the period covered with basic information on each title listed, a title index, and a list of series.

The National Catholic Almanac [16·386] lists ratings for Roman Catholic audiences of motion pictures current with each edition.

A Pictorial History of the Movies. Deems Taylor. Rev. and enl. ed. New York: Simon and Schuster, Inc. 1950. 376 pp.

A rather brief but fairly comprehensive history of the motion picture illustrated with several hundred well-selected photographs.

A Pictorial History of the Silent Screen. Daniel C. Blum. New York: G. P. Putnam's Sons. 1953. 334 pp.

A fairly detailed history of the early motion picture with several hundred illustrations from selected films.

Risks and Rights in Publishing [16·116] treats the legal aspects involved in the production of motion pictures.

Screen World. Daniel C. Blum, ed. New York: Greenberg; Publisher, Inc. 1949– .

An annual published on a slightly irregular basis. Each edition contains about 240 pages, much of which space is devoted to pictures from current films. Also considerable statistical information on the motion-picture industry for the year covered.

The Western Film Annual. F. Maurice Speed, ed. London: Macdonald & Co. (Publishers) Ltd. 1954—

A British publication devoted, rather oddly, to that most American of motion-picture genre, the Western. Much of the space is devoted to pictures from current films, with stories of recent films and those in the making.

Writers' and Artists' Year Book [16·476] contains various directories of the motion-picture industry, particularly in Great Britain, useful to persons writing, composing, or performing other work for the industry.

16·288

Mottoes and Slogans

SEE ALSO Quotations.

American Mottoes and Slogans. George E. Shankle. 3d ed., rev. New York: The H. W. Wilson Company. 1941. 524 pp.

An alphabetical listing of mottoes and slogans associated with American history and

tradition with data on the origin of each and its associations. Also references to the mottoes and slogans listed from the persons involved with each.

State Names, Flags, Seals, Songs, Birds, Flowers, and Other Symbols [15·4] gives the official mottoes of each state of the U.S.

16·289

Mountain Climbing

SEE ALSO Sports.

Handbook of American Mountaineering. Kenneth A. Henderson. Boston: Houghton Mifflin Company. 1942. 239 pp.

Sponsored by the American Alpine Club, this book contains data on the geology and topography of mountain terrain, the dangers

and difficulties—and how to meet them—of mountain climbing, the equipment needed, mountain weather, and a great deal of how-to-do-it information on mountain climbing. Also descriptions of major mountains of the Western Hemisphere, line drawings, and bibliographies at the close of each chapter. Indexed.

Mountains. SEE Geography; Volcanoes. SEE ALSO Chapter 15.

16·290

Municipalities and Municipal Government

SEE ALSO City Planning; Political Science. SEE ALSO 11·2 (State and Local Governments), Chapter 15 for sources of data on individual cities.

International Municipal Directory and Buyer's Guide. London: Municipal Journal, Ltd. 1954—

A revival in somewhat different form of an older directory that ceased publication in 1950. It contains brief data on various major countries and on their chief cities, with listings of city government officials and other information selected primarily for its commercial interest. The publishers indicate that its contents may be altered rather radically in the future. New editions are published annually.

Metropolitan Communities: A Bibliography. Government Affairs Foundation, Inc. Chi-

cago: Public Administration Service. 1957. 392 pp.

A detailed and comprehensive guide to source materials in all phases of city management, planning, and government.

Municipal Year Book. Chicago: International City Manager's Association. 1934—

An annual authoritative guide to data of all kinds on the governments and governmental activities of medium-sized and large cities and towns in the U.S. Many of the data are statistical in nature, the statistics of each edition being reasonably retrospective. Civil service and finance phases of city governments are covered fully. Directory of major officials of city governments.

Municipal Year Book and Public Utilities Directory. London: Municipal Journal, Ltd. 1897—

Published under different titles during its career, this annual adopted its present title in 1949. Most subjects are arranged alphabetically. The contents include data on individual towns and cities of Great Britain, as well as comprehensive data—much of it sta-

tistical—on all phases of governmental and cultural activities in the cities of the British Isles. New features appear in each annual edition. Directory of city officials arranged by classifications.

16·291

Museums

SEE ALSO Art and the Arts; Colleges and Universities; Education; Foundations; Libraries; Science; Technology.

The larger general encyclopedias contain a fair number of individual entries on major museums of the U.S. and the world. Probably *Encyclopaedia Britannica* and *Encyclopedia Americana* [both 5·1] carry the largest number of these entries. Information on museums not covered in individual articles may also often be found in the various encyclopedias in the articles on the cities where they are located. The volumes on the states of the U.S. in the "American Guide Series" also contain fairly detailed information on both major and minor museums of all sorts located in the states. These data can be found quickly through the index to the appropriate volume.

American Art Directory [16·27] contains a complete list of art museums and galleries in the U.S., Canada, and Latin America with names of officials and data on special collections.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] list most of the museums of all types located in the countries covered in each volume, with addresses and names of officials.

Directory of Museums and Art Galleries in Canada, Newfoundland, Bermuda, the British West Indies, British Guiana, and the Falkland Islands. Sir Henry A. Miers and S. F. Markham. London: Museums Association. 1932. 92 pp.

A listing with addresses of museums of all types in British America.

Directory of Museums and Art Galleries in the British Isles. S. F. Markham. London: Museums Association. 1948. 392 pp.

A listing, with considerable basic data on each institution, of museums of all sorts in England, Scotland, Wales, and Ireland.

A Guide to Early American Homes [16·25] lists more than 1800 outstanding examples of American architecture and indicates which of them are open to the public and the times and fees for visitation.

Handbook of American Museums. American Association of Museums. Washington, D.C.: The Association. 1932. 779 pp.

A list of about 1400 museums of all types in the U.S., arranged geographically by city and state. Basic information about each institution's history, management, collections, finances, membership, and publications. Though now out of date, this handbook remains useful for its historical information as well as for many other data not particularly subject to change. A list of Canadian museums is appended to the volume.

Jewish Education Register and Directory [16·148] lists museums containing special collections related to Judaism or of particular interest to Jews.

Libraries, Museums & Art Galleries Yearbook [16·256] contains full basic data on about 600 museums and art galleries, emphasizing the British Isles but covering major institutions in most other countries.

The Living Past of America. Cornelius Vanderbilt, Jr. New York: Crown Publishers, Inc. 1955. 234 pp.

"A pictorial treasury of the historic houses and villages that have been preserved and restored, including the first full National Directory of Historic Preservations." About 1000 buildings, institutions, and groups of buildings in this category are described and discussed in considerable detail, with some 500 illustrations of interiors and exteriors. All those buildings open to the public are listed with visiting hours, admission fees, and information on how to reach them.

Mastai's Classified Directory of American Art and Antique Dealers [16·27] devotes one section to a directory of art museums in the U.S., Canada, Mexico, Belgium, Great Britain,

France, Italy, the Netherlands, and Switzerland.

Old Masters in America [16·315a] lists more than 2000 famous paintings on public display in the U.S. and Canada, gives their location, and states visiting hours and admission fees for the various museums and galleries.

Photoduplication Services [12·3] lists museums that maintain photoduplication services for copying items in their collections for sale to interested persons, with costs and other data on the individual services maintained.

Scientific Expeditions [16·462] gives basic information on scientific expeditions sponsored by museums as well as by other institutions and organizations.

sored by museums as well as by other institutions and organizations.

The Smithsonian Institution. Webster Prentiss True. Rev. ed. New York: Series Publishers, Inc. 1949. 383 pp.

Vol. 1 of the "Smithsonian Series," this book describes the history and activities of the Smithsonian Institution. Indexed. Many illustrations.

The World of Learning [16·148] provides a comprehensive listing of the world's museums and art galleries, with some basic information, arranged by the countries in which they are located.

16·292 Mushrooms

SEE ALSO Fungi.

Mushroom Handbook. Louis C. C. Krieger. New York: The Macmillan Company. 1936. 538 pp.

A guide to the identification of mushrooms of all varieties with complete descriptions of each. Hundreds of illustrations, including many photographs in full color.

16·293 Music

SEE ALSO Acoustics; Art and the Arts; Ballads; Ballet; Broadcasting; Chamber Music; Christmas; Dance and Dancing; Folk Music; Games and Recreation; High Fidelity; Hymnology; Jazz; Motion Pictures; Musical Instruments; Opera; Popular Music; Songs and Singing; Symphonies; Theater.

While most general encyclopedias treat the general subject of music fairly comprehensively, probably *Encyclopaedia Britannica* and *Encyclopedia Americana* [both 5·1] contain both the greatest number of and the most detailed articles on the subject, including entries not only on national and regional schools of music but also on a wide variety of musical forms and terms, many of which are essentially definitions in nature. The *New Century Cyclopaedia of Names* [5·2] is a good source of information on specific musical compositions, including operas, operettas, symphonies, songs, etc.

In this section, the subject has been subdivided with general sources first listed, followed by sources on national or regional music. Headings of the latter are listed alphabetically.

a. GENERAL SOURCES

A Bibliography of Music Dictionaries. James B. Coover. Denver, Colo.: Bibliographical Center for Research, Denver Public Library. 1952. 81 pp.

A list of about 400 selected music dictionaries, plus about 400 subsequent editions. The listing omits "ephemeral" works but covers works in languages other than English. Listings are alphabetical by author with author and subject indexes.

Billboard Encyclopedia of Music. New York: Billboard Publishing Company. 1947-

An annual, published from 1939 through 1946 as *Billboard Music Yearbook*. Essentially a yearbook of jazz and popular music from the point of view of show business. Various sections treat music in different phases of the entertainment world, such as radio-TV, the movies, the stage, dance bands, and musical recordings and publishing. A "Who's Who" in the musical world with appropriate cross references to other parts of the publication and lists of new records, new music, and new books on music, plus various directories of music publishers, recording companies, disk jockeys, motion-picture producers, etc.

A Check-list of Publications of Music. Anna H. Heyer. Ann Arbor, Mich.: School of Music, University of Michigan. 1944. 49 pp.

A survey of the important collections on music in 113 U.S. libraries, covering series of music periodicals, collections of sheet music, and collections of works of famous composers.

The Complete Book of Twentieth Century Music. David Ewen. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1952. 498 pp.

Besides containing biographies of more than 100 contemporary composers with critical comments on their works, this book lists in chronological order more than 600 major compositions of contemporary music and gives the plots of major twentieth-century operas and ballets.

A Concise History of Music. William Lovelock. New York: Thomas Y. Crowell Company. 1954. 240 pp.

A brief but heavily factual history of the development of music, with an excellent index and many illustrations.

The Concise Oxford Dictionary of Music. Percy A. Scholes. New York: Oxford University Press. 1952. 695 pp.

An abridged version, about half the size, of *The Oxford Companion to Music* (see below). Many of the entries are condensed from those on the same subjects in the parent work; many of the entries in the parent volume are missing. In addition, however, there are a fair number of new entries in this volume, primarily brief definitions of musical terms.

A Dictionary of Music. Robert Illing. Baltimore: Penguin Books, Inc. 1950. 315 pp.

A collection of about 1500 rather brief entries defining a wide variety of musical terms, along with longer entries on musical instruments, major musical forms, etc. A number of brief biographical sketches, almost entirely limited to composers and performers of the nineteenth century and earlier.

Dictionary of Musical Terms. Theodore Baker. New York: G. Schirmer, Inc. 1923. 257 pp.

A multilingual dictionary of musical terms in English, German, Italian, French, Latin, and Greek, with rules for pronunciation of the French, German, and Italian terms. An

appendix of about 700 English terms with their Italian equivalents, especially useful to composers and arrangers.

Dictionary of Musical Themes. Harold Barlow and Sam Morgenstern. New York: Crown Publishers, Inc. 1948. 656 pp.

A compilation of more than 10,000 themes from major instrumental music, mostly European and American, of all times. A notation index permits location and identification of themes.

Elsevier's Dictionary of Cinema, Sound and Music [7·3] defines a wide variety of English-language terms in music, also giving their equivalents in French, Spanish, Italian, Dutch, and German. Indexes cover the terms in the five foreign languages.

Grove's Dictionary of Music and Musicians. Sir George Grove. Rev. ed. New York: St. Martin's Press, Inc. 1954. 9 vols.

The most famous major reference work on music in a recent revised edition. Some of the revision leaves something to be desired, particularly as regards recent events in music in the U.S., but on the whole the revision has been carefully carried out. Several thousand entries, most of them signed by experts, arranged in one alphabet, including definitions and discussions of musical terms, forms, theory, composition, performance, instruments, etc. Also biographies of famous composers and performers of all periods, articles on the musical life of various countries and major cities of the world, entries on musical groups of all types and on famous operas, symphonies, and other compositions. Numerous illustrations of many kinds. Bibliographies are appended to many entries.

Guide to Dance Periodicals [8·5] indexes much current periodical literature pertaining to music, especially music for ballets and the theater.

Harvard Dictionary of Music. Willi Apel. Cambridge, Mass.: Harvard University Press. 1944. 824 pp.

Primarily rather brief entries covering the development of music through articles on musical forms, terminologies, theory, etc. Most valuable, perhaps, are the bibliographies appended to many entries, which list not only books but also material in periodicals and specific musical compositions pertinent to the various subjects. No biographies.

History of Music. Hugh M. Miller. 2d ed., rev. New York: Barnes & Noble, Inc. 1953. 263 pp.

One of the "College Outline Series," this work briefly surveys the development of music in a heavily factual way. Indexed.

A History of Music in Pictures. Geörg Kinsky and others, eds. New York: Dover Publications. 1951. 377 pp.

Several hundred pictures illustrating the development of music with an informative accompanying text.

The International Cyclopedia of Music and Musicians. Oscar Thompson, ed. 7th ed. New York: Dodd, Mead & Company, Inc. 1956. 2380 pp.

A massive collection in one volume of a wide variety of musical information. Entries are arranged alphabetically. Many are brief, but a large number, signed usually by authorities, cover major subjects in a most comprehensive fashion. Emphasis is heavily on biography, and entries on each composer include a chronology of the most important events in his life and a classified listing of his works. Other subjects treated extensively include musical forms and music of specific nations or peoples. In the appendix are plots of operas, a glossary of pronunciation of names and titles of works, and a comprehensive bibliography.

The International Encyclopaedic Who Is Who in Music [14·4], besides biographical data on contemporary musical personages, contains directory-type information on musical organizations, U.S. symphony orchestras, U.S. music publishers, dance orchestras, booking agencies of all types, newspaper and periodical music editors, opera companies, music libraries, music periodicals, manufacturers of musical instruments, music schools, music printers, recording companies, and music services. Also lists of college songs and theme songs of bands, individual performers, and radio and TV shows.

A List of Books about Music in the English Language. Percy A. Scholes. New York: Oxford University Press. 1940. 68 pp.

The bibliographies prepared for *The Oxford Companion to Music* (see below) published as a separate unit.

Music Book. Max Hinrichsen, ed. London: Hinrichsen Editions, Ltd. 1952-

From 1944 through 1951, this work was published as *Hinrichsen's Musical Yearbook*. A decision to change the publication to a biennial caused the name change. Information contained in each volume is of both an annual and a permanent nature. Besides considerable biographical information on people of the world of music, there is information on music education and music history and bibliographies of music, illustrated with tables, diagrams, and maps. Each section carries a separate index. Contents vary considerably in different editions.

Musicians' Guide. Rev. ed. New York: Music Information Service, Inc. 1956. 509 pp.

Besides a "Who's Who" of personalities in the music industry, there are listings of music publishers, booking offices, recording companies, etc., and statistical and other data on the music industry.

Music Index [8·5] indexes in monthly issues and annual cumulations the contents of about 150 different music periodicals published in all parts of the world.

Music Lover's Encyclopedia. Rupert Hughes. Rev. ed. New York: Garden City Books. 1954. 926 pp.

An alphabetical dictionary of more than 15,000 entries, including biographies of musical personages of all types, synopses of operas, and entries on musical forms, instruments, and terms of all kinds. A table of pronunciation principles of 16 foreign languages and 20 pages of photographs.

Music Lover's Handbook. Elie Siegmeister, ed. New York: William Morrow & Company, Inc. 1943. 832 pp.

Besides biographies of composers, there are analyses of major works and sections on musical forms of general and special types, including jazz, spirituals, etc. The bibliographies are highly useful.

New Encyclopedia of Music and Musicians. Waldo Pratt. New ed. New York: The Macmillan Company. 1929. 969 pp.

In three parts: One is an alphabetically arranged compilation of about 1500 brief entries defining and describing various musical terms, instruments, forms, etc. A second is a biographical dictionary of 8500 musical personages. A third covers musical organizations and institutions of all kinds, including music festivals and places associated with

music. Appendixes contain a bibliography of source materials on music and a list of contemporary operas and oratorios.

The New Oxford History of Music. J. A. Westrup and others, eds. New York: Oxford University Press. 1954—. 11 vols.

An entirely new work, not a revision of the *Oxford History of Music*, now long out of print. The work is chronological in organization, beginning with ancient and Oriental music and continuing through the centuries to a final volume dealing with modern music, 1890–1950. Each volume is edited by a separate authority. The final volume is scheduled to contain various chronological tables and an index to the entire set.

The Oxford Companion to Music. Percy A. Scholes. 9th ed. New York: Oxford University Press. 1955. 1195 pp.

In one alphabet, a collection of more than 10,000 entries covering every phase of music, its history, composition, and performance. A large number of music biographies. Many of the more important entries have bibliographies appended to them. The work is exceptionally well cross-referenced, making it easy to find facts on minor subjects included in longer entries. More than 1000 illustrations, including portraits, musical notations, and other subjects. As an appendix there is a pronouncing glossary of more than 7000 music terms.

Schirmer's Guide to Books on Music and Musicians. Robert Darrell. New York: G. Schirmer, Inc. 1951. 402 pp.

A comprehensive, annotated bibliography of currently available publications on all phases of music and specific musicians. The main section lists only works in English, arranged alphabetically by subject. Appendixes list works written in French, Italian, German, Spanish, and Latin. Cross references are included from authors' names and from alternate subject headings.

Thesaurus of the Arts [16·27] contains many brief entries on musical terms, forms, compositions, etc.

Writers' and Artists' Yearbook [16·476] contains directory-type information, emphasizing Great Britain, on publishing and the world of entertainment, useful to the professional composer.

The Yearbook of the Music World. Herbert Barth and Richard Schaal. Bayreuth: Steger Verlag. 1949—.

An annual publication in three languages (English, German, French) including primarily directory data on music schools, publishers, recording companies, orchestras, etc. Most of the listings are for Germany, but other countries, particularly in Europe, are also covered to a lesser extent. Also listings of current music publications, including many European publications not given in U.S. listings.

b. AMERICAN MUSIC

The American Guide [15·4] includes a prefatory section on American music. Volumes of the "American Guide Series" [15·4] include sections on the music of the states that each covers.

America's Music. Gilbert Chase. New York: McGraw-Hill Book Company, Inc. 1955. 733 pp.

A comprehensive coverage in 31 chapters of the entire scope of American music, including folk music of all groups, popular music of different types, symphonies, and operas, from the earliest times to the present. Many examples of specific compositions.

Italian-American History [14·4] contains a prefatory section in Vol. I on the contributions of Italian-Americans to American music, along with a biographical section on the subject.

Our American Music. John Tasker Howard. 3d ed., rev. and enl. New York: Thomas Y. Crowell Company. 1946. 841 pp.

A complete history in chapter form of American music from its beginnings to the mid-twentieth century, covering all phases of U.S. music development. Carefully indexed. 32 plates of illustrations.

c. CANADIAN MUSIC

Catalogue of Canadian Composers [14·4], in addition to bibliographies of 356 Canadian composers, also includes a bibliography of Canadian folk music, a directory of music periodicals, and a discussion of Canadian music in general.

Music in Canada. Sir Ernest Macmillan, ed. Toronto: University of Toronto Press. 1955. 232 pp.

A symposium by various authorities on different phases of musical life in Canada, including church music, music in the schools, musical groups and organizations, and popular music. Biographical data on composers and performers.

d. LATIN-AMERICAN MUSIC

Guide to Latin American Music. Gilbert Chase. Washington, D.C.: Government Printing Office. 1943. 274 pp.

A Library of Congress publication, its contents are arranged by countries. For each, some basic information on its musical life is given, but the work consists primarily of bibliographies of source materials.

Music of Latin America. Nicolas Slonimsky. New York: Thomas Y. Crowell Company. 1945. 374 pp.

A description of the development of music in Latin America illustrated with 16 plates.

e. SLAVIC MUSIC

Slavonic Encyclopedia [15·3] contains articles on the music of the various Slavic peoples and countries.

16·294**Musical Instruments**

SEE ALSO Music.

History of Musical Instruments. Curt Sachs. New York: W. W. Norton & Company, Inc. 1940. 505 pp.

A comprehensive treatment of the invention and development of all varieties of musical instruments from ancient times to the present, well indexed and well illustrated. Many

sources of other material on the subject are given.

Makers of the Harpsichord and Clavichord [14·4], besides biographies of harpsichord makers of the fifteenth to nineteenth centuries, contains detailed data on the histories and individual characteristics of some 1000 harpsichords, spinets, clavichords, and virginals still in existence. Bibliography.

Mycology. SEE Fungi.

Mysticism. SEE Philosophy; Psychic Research; Religion.

16·295**Mythology**

SEE ALSO Anthropology; Fairy Tales; Folklore; Literature; Religion.

While nearly all the general encyclopedias include entries on the major figures of Greek and Roman mythology, not all treat other mythologies so extensively. *Encyclopedia Americana* [5·1] contains adequate coverage of Norse, Teutonic, and Hindu mythologies in addition, and *Encyclopaedia Britannica* [5·1] carries many entries on Hindu and Celtic mythologies as well. Probably the best general source on the figures in mythologies of all peoples—Greek, Roman, Persian, Japanese, Chinese, Celtic, Norse, Teutonic, Phoenician, and American Indian—is the *New Century Cyclopaedia of Names* [5·2], though most of its entries are brief. *Webster's New International Dictionary* [7·1] also identifies a large number of mythological names.

Brewer's Dictionary of Phrase and Fable [7·2] contains hundreds of entries dealing with myths and mythological figures, primarily Greek and Roman but also a fair number of Celtic.

Bulfinch's Mythology. New York: Thomas Y. Crowell Company. 1947. 957 pp.

A new edition of a standard work dealing with classical mythology as well as medieval legends. In three parts—"The Age of Fable," "The Age of Chivalry," and the "Legends of Charlemagne"—the work has a dictionary-type index.

Classical Dictionary of Hindu Mythology and Religion, Geography, History and Literature [16·215] contains entries giving detailed information on virtually every name and subject in Hindu mythology.

Classic Myths in English Literature and in Art. Charles M. Gayley. New ed., rev. and enl. Boston: Ginn & Company. 1911. 597 pp.

Based on *Bulfinch's Mythology* (see above) this volume gives examples of the use of classical mythology in English literature and art, with interpretations and comments on both.

Concise Dictionary of Ancient History [16·216b] contains brief entries on many names and subjects, both actual and mytho-

logical, encountered in the study of Greek and Roman mythology.

Curiosities of Popular Customs [16·155] contains entries relating to the legends and myths of ancient and primitive peoples of all parts of the world, emphasizing those that have survived today or influenced contemporary popular culture.

Dictionary of Chinese Mythology. Edward T. C. Werner. Shanghai: Kelly & Walsh, Ltd. 1932. 627 pp.

A comprehensive and detailed compilation of information on the various figures of Chinese legend and mythology, virtually unique in the scope and detail of its contents.

A Dictionary of Classical Antiquities [16·259d] contains numerous entries on subjects of Greek and Roman mythology.

Dictionary of Greek and Roman Biography and Mythology. Sir William Smith. Boston: Little, Brown & Company. 1880. 3 vols.

Though quite old, this massive and comprehensive work is still highly useful to serious students of Greek and Roman mythology, especially as it relates to classical literature. Entries on virtually every name and subject encountered by the student and biographies of real and semilegendary people of ancient Rome and Greece.

Dictionary of Non-Classical Mythology. Egerton Sykes. New York: E. P. Dutton & Co., Inc. 1952. 262 pp.

An alphabetical dictionary of personal and place names with concise but comprehensive information on each encountered in the study of Norse, Teutonic, Egyptian, Celtic, Hindu, Chinese, Japanese, American Indian, and other mythologies exclusive of Greek and Roman.

The Encyclopedia of Religion [16·379] contains entries on subjects and names of such living religions as Hinduism, Buddhism, Taoism, etc., that are frequently cited by nonbelievers as mythological.

Encyclopaedia of Religion and Ethics [16·379] similarly contains entries on the "mythological" aspects of living and ancient religions.

Everyman's Smaller Classical Dictionary [16·216b] includes in its listings many personal and place names involved in Greek and Roman myths.

Forgotten Religions [16·379] describes the religions of ancient and primitive peoples, much of which is mythological in character, including the religions of such peoples as the Sumerians, Egyptians, Babylonians, Canaanites, Persians, and American Indians.

Funk & Wagnalls Standard Dictionary of Folklore, Mythology, and Legend [16·173] contains entries on the gods and goddesses of virtually every religion of the past and present as well as discussing topics on many other phases of mythologies of all peoples.

Gods and Heroes. Gustav Schwab. New York: Pantheon Books, Inc. 1946. 764 pp.

A comprehensive discussion of Greek mythology with a mythological index.

Golden Bough. James George Frazer. 3d ed., rev. and enl. New York: St. Martin's Press. 1951. 13 vols.

A most complete compilation of information relating to the religions of ancient Greece, Rome, Egypt, and northern Europe, with a very detailed index and bibliography of source materials.

The Greek Myths. Robert Graves. Baltimore: Penguin Books, Inc. 1955. 2 vols.

A retelling of the Greek myths based on Graves's contention that Renaissance versions of the myths and the later versions based on Renaissance scholarship were bowdlerized and distorted. Graves claims that his version more nearly conforms to the original stories. Fully documented. Many maps and a detailed index. Each major myth is commented on in full.

Harper's Dictionary of Classical Literature and Antiquities [16·259d] includes in its entries most of the personal and place names connected with ancient Greek and Roman mythology.

Index to Fairy Tales [16·158] lists sources of many of the fables of classical and Norse mythology.

Isländisches Etymologisches Wörterbuch [7·3] gives basic details on many Icelandic legends in its tracing of the origins of names and terms.

The Lost Language of Symbolism [16·405] delves considerably into mythology and legend in its tracing of the origin and development of symbols of all types.

Mythology of All Races. Louis H. Gray and John Arnott MacCulloch, eds. Boston: Archaeological Institute of America. 1916-1932. 13 vols.

The first 12 volumes of this work, now unfortunately out of print, cover the mythologies of different peoples of the world, each volume prepared by a separate authority. Mythologies covered include ancient Greek and Roman, Eddic, Celtic, Slavic, Finno-Ugric Siberian, Semitic, Indian (Hindu), Iranian, Armenian, African, Chinese, Japanese, Oceanic (Pacific), North American Indian, Latin-American, Egyptian, and Indo-Chinese. Vol. 13 is a detailed index to the 12 volumes. Many excellent illustrations.

Oxford Classical Dictionary and Oxford Companion to Classical Literature [both 16·259d] contain hundreds of entries on the personal and place names encountered in classical mythology.

16·296

Names

SEE ALSO Literature; Pseudonyms; Trade-marks and Trade Names.

Most dictionaries, especially unabridged dictionaries, contain proper names in their listings, identifying them and frequently tracing their origin and special meaning. Of the unabridged dictionaries listed in 7·1, the *Oxford English Dictionary* will probably prove most useful for etymologies of names, though it may omit some American names that will be found in *Webster's New International Dictionary* or *Funk & Wagnalls New Standard Dictionary*. The *New Century Cyclopaedia of Names* [5·2] does not deal in etymologies of names but does give pronunciations of difficult names and identifies them.

Sources of information on names have been subdivided into three types: general sources, sources on personal names, and sources on place names.

2. GENERAL SOURCES

American Nicknames: Their Origin and Significance. George E. Shankle. 2d ed. New York: The H. W. Wilson Company. 1955. 524 pp.

A dictionary of nicknames of persons, places, institutions, and other items of Ameri-

Religions, Mythologies, Folklores: An Annotated Bibliography [16·379] lists a fair number of sources of material on classical mythology.

Short Dictionary of Mythology. Percival George Woodcock. New York: Philosophical Library, Inc. 1953. 156 pp.

Concisely given basic information on names and terms in classical as well as Norse, Teutonic, Hindu, Egyptian, and Semitic mythologies, along with brief biographies of classical writers and historical personages associated with classical mythology.

Universal Pronouncing Dictionary of Biography and Mythology [14·2] contains brief but highly factual data on the majority of personal names involved in classical, Norse and Teutonic, Hindu, and other European and Oriental mythologies.

can culture with explanations and histories of their origin. The latter are documented. Listings are alphabetical by real names with cross references from nicknames.

The Clans and Tartans of Scotland [16·100] contains as appendixes a glossary of personal names in English and Gaelic and a Gaelic glossary of Scottish place names.

Classical Dictionary of Proper Names Mentioned in Ancient Authors. John Lemprière. New ed., rev. London: Routledge and Kegan Paul, Ltd. 1949. 675 pp.

A dictionary of personal and place names of classical literature, with origins and associations indicated. Also a chronological table of names.

Deutsche Namenkunde. Adolf Bach. 2d ed., rev. and enl. Heidelberg: C. Winter Verlag. 1952- . 3 vols.

Vol. 1 gives the origins, histories, and meanings of German personal names; Vol. 2 traces the uses of German personal names in literature, geography, sociology, and psychology; Vol. 3 is intended to give much the same information on German place names.

The Lost Language of Symbolism [16·405] traces the symbolic meanings of a large number of personal and place names.

b. PERSONAL NAMES

SEE ALSO Chapter 14 (How to Find Out about People).

A Book of Welsh Names. Trefor Davies. London: Sheppard Press. 1952. 72 pp.

A dictionary of about 400 common Welsh Christian names with their pronunciations, meanings, origins, and histories. Famous Welshmen bearing these names are frequently cited. Lists in the appendix give the names of Welsh gods and heroes, saints from Brittany, and founders of the royal and common tribes of Wales.

Chambers's Biographical Dictionary [14·2] includes a list of pseudonyms and nicknames as an appendix.

Dictionary of American Family Names. Elsdon C. Smith. New York: Harper & Brothers. 1956. 244 pp.

Of the some 10,000 entries, about 6000 are main entries and the remaining are cross references from variant spellings of the main names. With each entry, the national origin of the name is indicated, along with the basic origin of the name and its meaning.

Dictionary of Given Names. F. H. A. Loughead. Glendale, Calif.: Arthur H. Clark Company. 1934. 384 pp.

A dictionary of common and uncommon Christian names with their origins and meanings. The introduction discusses the history of names and includes an extensive bibliography. Separate sections on male and female names as well as a special listing of twin names. Foreign names and variations of names as well as other variant spellings are included in the lists.

Dictionnaire étymologique des noms de famille et prénoms de France. Albert Dauzat. Paris: Librairie Larousse. 1951. 604 pp.

A tracing of the origins, history, and meanings of French family and Christian names arranged in dictionary fashion.

History of Christian Names. Charlotte Mary Yonge. Rev. ed. London: The Macmillan Company, Ltd. 1884. 746 pp.

The first third of this work is a glossary of Christian names, with their meanings, and an index to the remainder of the book in which the origins of the various names, their

equivalents in different languages, and other facts about them are discussed in full.

International Book of Names. C. O. S. Mawson. New York: Thomas Y. Crowell Company. 1936. 312 pp.

"A dictionary of the more difficult proper names in literature, history, etc." giving the origins, meanings, pronunciation, and associations of several thousand given names.

Name This Child. Eric Partridge. 3d ed., rev. and enl. London: Hamish Hamilton, Ltd. 1951. 296 pp.

An alphabetical dictionary of English and U.S. given names arranged in two sections, one for male names, one for female. For each entry, the origin, meaning, and variations in spelling are given.

Oxford Dictionary of English Christian Names. Elizabeth G. Withycombe. Oxford: Clarendon Press. 1947. 180 pp.

A listing of common and uncommon English given names, with their origins (noting sources indicating earliest usage), pronunciations, and meanings.

Personal Names: A Bibliography. Elsdon C. Smith. New York: The New York Public Library. 1952. 226 pp.

An annotated and classified listing of more than 3400 sources of material on Christian and family names of all nationalities. Libraries holding many of the rarer sources are identified. Indexed.

Surnames. Ernest Weekley. 2d ed. London: John Murray. 1917. 364 pp.

An alphabetical listing of family names, primarily Anglo-Saxon and Celtic, with their origins and meanings. Variations in spellings are included.

Treasury of Names. Evelyn Wells. New York: Duell, Sloan & Pearce, Inc. 1946. 326 pp.

A listing of male and female first names with their meanings and origins. Variations in spelling are included. About 15,000 names in all.

Universal Pronouncing Dictionary of Biography and Mythology [14·2] has an appendix of Christian names giving their pronunciations and foreign-language equivalents.

c. PLACE NAMES

SEE ALSO Chapter 15 (How to Find Out about Places).

"American Guide Series" [15·4] should be especially noted as a source of information on the origin of names of cities, towns, and other localities in the U.S. Many of the descriptions of cities and towns in the different volumes on the various states indicate how each locality got its name.

American Names. Henry Gannett. Washington, D.C.: Public Affairs Press. 1947. 334 pp.

"A guide to the origin of place names in the United States," this work lists alphabetically more than 15,000 names of localities, identifying and locating each and indicating the derivation of each. Also a bibliography of U.S. place-name literature.

Bibliography of Place Name Literature. Richard B. Sealock and Pauline A. Seeley. Chicago: American Library Association. 1948. 331 pp.

A guide to "locating material on the origins, meanings, spellings, pronunciations, etc., of place names, place nicknames, mountains, regions, and rivers in the United States, Canada, Alaska, and Newfoundland."

California Place Names: A Geographical Dictionary. Erwin G. Gudde. Berkeley: University of California Press. 1949. 432 pp.

A guide to names of California cities, towns, and other localities with data on the origins, meanings, and histories of the various names.

Concise Oxford Dictionary of English Place-names. Eilert Ekwall. 3d ed. Oxford: Clarendon Press. 1947. 577 pp.

A listing of more than 15,000 place names in England with their derivation, older spellings, location, and bibliography of source materials.

English River Names. Eilert Ekwall. Oxford: Clarendon Press. 1928. 488 pp.

A list of English rivers with a tracing of their origins, earlier spellings, and histories. Source materials are frequently given.

Maine Place Names. Ava H. Chadbourne. Portland, Maine: The Bond Wheelwright Company. 1955. 540 pp.

A dictionary of the names of cities and towns in Maine with their derivations and histories.

Maori Place Names and Their Meaning. 3d ed. Wellington, New Zealand: A. H. & A. W. Reed, Ltd. 1954.

A handbook giving the origins and meanings of various Maori place names in New Zealand, illustrated with drawings of Maori life and of plants, animals, etc.

Nicknames of American Cities, Towns, and Villages. Gerard L. Alexander. New York: Special Libraries Association. 1951. 74 pp.

A listing of nicknames by states and cities. Bibliography.

One Thousand California Place Names: Their Origin and Meaning. Erwin G. Gudde. 2d ed. Berkeley: University of California Press. 1949. 96 pp.

Alphabetical arrangement.

Oregon Geographic Names. Lewis A. McArthur. 3d ed., rev. and enl. Portland, Ore.: Binfords & Mort Publishers. 1952. 750 pp.

A comprehensive study of the origins and histories of Oregon place names.

State Names, Flags, Seals, Songs, Birds, Flowers, and Other Symbols [15·4] gives the origins and meanings of the names and nicknames of the U.S. states.

Street-names of the City of London [15·5] lists London's streets, their locations, and gives derivations of their names.

U.S. Board of Geographic Names. Sixth Report, 1890-1932. Washington, D.C.: Government Printing Office. 1933. 834 pp.

This report plus its many supplements called "Decisions" frequently indicates the origins and meanings of place names, as well as locating them and giving an "official" spelling of them. Listings are not limited to U.S. names, the main report including world names and the "Decisions" adding extensively to non-U.S. coverage.

16·297

National Parks, Forests, and Monuments

SEE ALSO Government—United States. SEE ALSO Chapter 15, especially 15·1 and 15·4.

The national park system of the U.S. is covered in all general gazetteers, etc.,

and in most general geographical guides to the U.S. Canadian national parks are covered in most general works and in some works devoted to Canada especially

(see 15·5). Booklets describing each of the national parks, forests, and monuments prepared by the Department of the Interior can be obtained from the Government Printing Office.

The Auto Camper's Guide to Canada [16·75] contains information on the national, provincial, and roadside camps of Canada, as well as on crown lands and private lands. Also a directory of hotels, lodges, and cabin camps open to tourists in the national and provincial parks.

Conservation Yearbook [16·109] includes news of the year covered on U.S. national parks and forests and on the U.S. National Park Service and the Forestry Service.

Exploring Our National Parks and Monuments. Devereux Butcher. 4th ed., rev. and enl. Boston: Houghton Mifflin Company. 1954. 209 pp.

Following an alphabetical arrangement there are full descriptions of each U.S. national park and most national monuments in two separate sections. Index, detailed bibliography, and additional general information on the national parks, their administration, and their uses. Well illustrated with 16 pages in full color.

The Forestry Directory [16·179] contains information on the national forests.

Goushá American Highway Atlas [15·4] contains maps of each national park in the U.S. and Canada inset with the appropriate state or provincial map.

Hammond's Pictorial Travel Atlas of Scenic America [15·4] contains maps, descriptions,

and lists of accommodations for tourists in the national parks and forests of the U.S. and Canada.

The Handbook of Auto Camping [16·75] describes the various national and state parks and forests of the U.S. and contains directories of accommodations for campers in the state and national parks.

Our National Forests. Bernard Frank. Norman, Okla.: University of Oklahoma Press. 1955. 238 pp.

A directory of each of the U.S. national forests, their locations, facilities, and how to reach them, with introductory material on the history and problems of the national forest system.

Rand McNally Road Atlas [15·4] contains maps of 10 major U.S. national parks.

Rand McNally Vacation Guide [16·447] in covering 43 major U.S. and Canadian vacation areas describes most of the important national parks in both countries, with specific data for the tourist visiting them.

Western Campsite Directory [16·75] contains maps of the national parks in the seven Far Western states and Hawaii plus information for the camper in them and in state and county parks in the area.

Your Western National Parks. Dorr Yeager. Rev. ed. New York: Dodd, Mead & Company, Inc. 1947. 275 pp.

A guide for tourists to each of the national parks and monuments located west of the Mississippi River. Numerous illustrations.

Natural Gas. SEE Petroleum and Natural Gas.

16·298

Naturalization and Citizenship

SEE ALSO Government; Political Science.

The American Citizens Handbook. Joy Elmer Morgan, ed. Washington, D.C.: National Education Association. 1941. 415 pp.

Along with material on how to become a citizen of the U.S., there are biographies of famous American statesmen, patriots, and heroes and an anthology of patriotic literature, including songs, documents, stories, and data on the American flag.

Authentic Guide to Naturalization, Immigra-

tion, Alien Registration and Passport Regulation. New York: Authentic Publications. 1949. 94 pp.

Basic information on how to enter the U.S. as an alien, how to become a citizen, and what the alien must do before he becomes a citizen. There is also information for U.S. citizens on regulations about traveling abroad.

"The Legal Almanac Series" [16·253] contains volumes on the immigration laws of the U.S. and on how to become a U.S. citizen.

16·299

Natural Resources

SEE ALSO Agriculture; Atomic Energy; Conservation; Economics; Fisheries; Geography; Manufacturing; Materials; Mining and Quarrying; Petroleum and Natural Gas; Public Utilities; Science; Solar Energy; Trade and Commerce.

America's Needs and Resources: A New Survey. J. Frederic Dewhurst and others. New York: The Twentieth Century Fund, Inc. 1955. 1148 pp.

A comprehensive study of the natural resources of the U.S., their consumption, and their relationship to the U.S. economy, with much historical data. For reference purposes, the 352 tables and 105 charts and graphs are especially useful.

World Population and Production [16·147] contains numerous useful and comprehensive

statistical tables and much other textual information on the natural resources of the world and their utilization.

World Production of Raw Materials. Royal Institute of International Affairs. Rev. ed. Toronto: The Institute. 1953. 104 pp.

Comprehensive and specific data on production of major types of raw materials in world regions and specific countries.

World Resources and Industries. Erich W. Zimmermann. Rev. ed. New York: Harper & Brothers. 1951. 832 pp.

An appraisal of the availability of agricultural and industrial materials of the world, with statistics on each major material presented in tables, graphs, and charts. Extensive bibliographies on each subject treated. Well indexed.

16·300

Nature Study

SEE ALSO Animal Life; Astronomy; Biology; Birds; Botany; Camps and Camping; Fish; Flowers; Fossils; Geology; Hobbies; Insects; National Parks, Forests, and Monuments; Pets; Plant Life; Reptiles and Amphibians; Rocks; Science; Shells; Spiders; Trees and Shrubs; Tropical Fish; Zoology.

Bear Cub Scout Book [16·62] outlines basic projects in nature study for the young boy, emphasizing things to make and do.

Boy Scout Encyclopedia [16·62] contains a number of entries on specific subjects of nature-study activities.

Fieldbook of Natural History. E. Laurence Palmer. New York: McGraw-Hill Book Company, Inc. 1949. 662 pp.

A comprehensive field guide to all forms of nature study, including the stars, rocks and minerals and other geologic phenomena, the world of plants, and the world of animals. Some 620 illustrations, both photographs and drawings, as aids to identification. Each item is succinctly and carefully described. Indexed in minute detail.

Field Book of Nature Activities. William Hillcourt. New York: G. P. Putnam's Sons. 1950. 320 pp.

A compilation of all types of material on nature-study hobbies and activities, both in-

door and outdoor, emphasizing collecting and other similar hobbies, well arranged for quick reference.

Field Guide for Birds, Wild Flowers and Nature Study. Leon A. Hausman. New York: Grossett & Dunlap, Inc. 1948. 107 pp.

A brief illustrated guide to the study of birds, wild flowers, and general natural sciences for the American amateur.

Girl Scout Handbook [16·194] includes much material of a practical nature on nature-study activities for the Girl Scout.

Hammond's Guide to Nature Hobbies. E. L. Jordan. New York: C. S. Hammond & Co., Inc. 1953. 64 pp.

A heavily illustrated guide to a variety of outdoor and indoor nature studies, including collecting rocks and minerals, sea shells, insects, and plants; how to build terrariums and aquariums; bird hobbies; and hunting and fishing. "How-to" information is accompanied by basic scientific data.

Hammond's Nature Atlas of America. E. L. Jordan. New York: C. S. Hammond & Co., Inc. 1952. 256 pp.

A guide to nature-study activities in the U.S. and Canada. There are 320 color paintings of rocks, trees, wild flowers, birds, ani-

mals, reptiles, fish, and insects likely to be seen in the region, with 104 range maps showing where each specimen is likely to be found. Other sectional maps of the U.S. and Canada locating national parks, wildlife refuges, game preserves, and other prime localities for nature study. Also natural distribution maps of North America, tables of wildlife refuges in the U.S. and Canada, and a glossary of nature-study scientific terminology. Detailed index.

Handbook for Boys [16·62] contains detailed information on nature study for the guidance of Boy Scouts.

Handbook of Nature Study. Anna Botsford Comstock. 24th ed. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1939. 957 pp.

A guide to nature study of all types and to the teaching of nature study. Contents are

divided into three parts: animals of all types, plants of all types, and the earth and sky (geology, rocks, minerals, climate and weather, and astronomy). Extensive bibliography, index, and more than 1000 illustrations.

Nature Index. Jessie Croft Ellis. Boston: F. W. Faxon Co., Inc. 1930. 319 pp.

A dictionary-type guide to some 5000 examples of natural forms and nature subjects illustrated in designs, painting, and sculpture.

The Nature Lover's Recognition Book. Brian Vesey-Fitzgerald. London: Odhams Press Limited. 1955. 200 pp.

A handbook for the nature student in the countryside of the British Isles, identifying various animals, insects, trees, ferns, flowers, and grasses. Identification data are arranged in tabular form. Many illustrations, including eight pages in full color.

Naval Architecture. SEE Marine Engineering and Architecture; Ships and Shipping.

16·301

Navigation and Seamanship

SEE ALSO Astronomy; Aviation; Boats and Boating; Communications; Electronics; Marine Engineering and Architecture; Meteorology; Navy; Ports and Harbors; Ships and Shipping; Technology; Trade and Commerce; Transportation; Voyages and Travels; Yachting.

The Air Almanac [16·29] contains the basic astronomical and meteorological data needed for aerial navigation, including a star index and lists and time charts for around the world.

American Ephemeris and Nautical Almanac [16·29] contains the basic data needed by the marine navigator.

American Practical Navigator. Nathaniel Bowditch. Washington, D.C.: Government Printing Office. 1939. 777 pp.

Complete data on navigation and nautical astronomy prepared under the direction of the U.S. Hydrographic Office. It is the Navy navigator's basic manual.

A Glossary of Sea Terms. Gershom Bradford. New York: Dodd, Mead & Company, Inc. 1954. 215 pp.

Definitions of all kinds of terms dealing with the sea and with the navigation of ships.

A British publication, some of the terms and meanings differ from American nautical usage.

International Maritime Dictionary. René de Kerchove. Princeton, N.J.: D. Van Nostrand Company, Inc. 1948. 946 pp.

A comprehensive encyclopedic dictionary of terms in marine engineering, shipping, seamanship and navigation, shipbuilding, maritime law, etc., defined and described. In addition, French and German equivalents of terms are given; these are indexed in an appendix. A number of entries carry bibliographies.

Knight's Modern Seamanship. Austin M. Knight. 12th ed. Princeton, N.J.: D. Van Nostrand Company, Inc. 1953. 606 pp.

A standard textbook for naval officers and other mariners, this work has been revised to incorporate new data based on World War II experience. It contains sections on all phases of seamanship and ship handling and on the various subjects that affect the basic problems involved, including weather, etc. Numerous illustrations, including both photographs and line drawings, depicting materiel, weather, ship handling, etc. Many data on modern mechanical aids to navigation.

16·302

Navy

SEE ALSO Airplanes; Government—United States; Marine Corps; Military Science; Navigation and Seamanship; Ships and Shipping; Uniforms.

Bibliography of Naval Literature in the United States Naval Academy Library. L. H. Bolander. Annapolis, Md.: U.S. Naval Academy Library. 1929. 3 vols.

Less comprehensive than its title indicates, this work is in three parts: lists of U.S. naval biography, lists of foreign naval biography, and lists of naval histories. Works on seamanship, navigation, and naval strategy and the like are not included.

Jane's Fighting Ships. New York: McGraw-Hill Book Company, Inc. 1898-

The most comprehensive and authoritative guide to the composition of the world's navies, revised and brought up to date in annual editions. Introductory material discusses trends in naval construction throughout the world with considerable statistics, followed by a detailed listing of ships afloat or abuilding in each of the world's navies, arranged by countries and by types of ships. Full information on each vessel or class of vessel wherever available and data on naval flags, uniforms, insignia, and other relevant subjects.

The Naval Officer's Guide. Arthur A. Ageton. 4th ed. New York: McGraw-Hill Book Company, Inc. 1951. 575 pp.

Basic information the new naval officer needs to know: the organization, naval regulations, pay, allowances, uniforms, and customs, incorporating post-World War II changes in the Navy.

The Naval Officer's Manual. Harley Cope. 2d rev. ed. Harrisburg, Pa.: Military Service Publishing Co. 1951. 466 pp.

A comprehensive guide to facts about the Navy, its organization, regulations, and customs, written and organized to fit the needs of naval officers and warrant officers. Many illustrations.

Naval Terms Dictionary. John V. Noel, Jr. Princeton, N.J.: D. Van Nostrand Company, Inc. 1952. 247 pp.

A comprehensive collection of concise but full definitions of common and uncommon

terms used in the U.S. Navy. Much of the material is based on miscellaneous naval publications and thus enjoys unquestioned authority.

The Navy Wife [16·156], in the course of acquainting the wife of a naval officer or enlisted man with the customs of the service, gives considerable information on the organization and regulations of the Navy.

The Petty Officer's Guide. Harley Cope. Harrisburg, Pa.: Military Service Publishing Co. 1953. 490 pp.

Complete information on the organization and regulations of the U.S. Navy, its customs, pay, allowances, uniforms, requirements for advancement, etc., written to meet the interests of the career enlisted man.

Picture History of the U.S. Navy. Theodore Roscoe and Fred Freeman. New York: Charles Scribner's Sons. 1956. 384 pp.

A collection of more than 1000 photographs, maps, cartoons, historic prints, and other illustrations, each accompanied with informative text and well arranged to give a coherent story of the growth of the U.S. Navy from its beginnings in 1776 to 1897.

Ship Recognition: Warships. Laurence Dunn. New York: John de Graff, Inc. 1953. 159 pp.

A guide to the recognition of the major classes of warships in the British, U.S., and other NATO national navies, plus some ships from other countries, primarily Soviet Russia. For each ship there is a silhouette, occasionally a photograph, and a brief description. Arrangement is by type of ship. Also "fleet lists" of classes of vessels of NATO countries and an index of ship names.

Ships and Aircraft of the United States Fleet. James C. Fahey. 6th ed. Washington, D.C.: Ships and Aircraft. 1950. 48 pp.

A handy-to-use pamphlet listing the various vessels and planes of the U.S. Navy by types and classes, largely in tabular form, with basic data on each class. Many photographs.

U.S. Navy at War, 1941-1945 [16·474] is the official history of the growth of the Navy during World War II and its participation in the war.

16·303

Needlecraft

SEE ALSO Bazaars; Dress; Handicrafts; Hobbies; Home Management; Knitting; Lace; Sewing and Dressmaking; Textiles; Weaving.

Everywoman's Complete Guide to Homemaking [16·220] contains extensive how-to-do-it information on most phases of sewing and needlecraft.

The Good Housekeeping Needlecraft Ency-

clopedia. Alice Carroll, ed. New York: Rinehart & Company, Inc. 1947. 480 pp.

A comprehensive collection of illustrated instructions on all kinds of needlecraft projects, both practical and "decorative."

Housekeeping Made Easy [16·220] includes tips and instructions on basic aspects of needlework.

16·304

Negroes

SEE ALSO Ethnology; Religion.

Bibliography of the Negro in Africa and America. Monroe N. Work. New York: The H. W. Wilson Company. 1928. 698 pp.

A listing of more than 17,000 books and articles in periodicals, as well as other printed material, pertaining to the African and American Negro.

Encyclopedia of the Negro. W. E. B. DuBois and Guy B. Johnson. Rev. and enl. ed. New York: Phelps-Stokes Fund. 1946. 215 pp.

A preparatory volume for a projected but never completed encyclopedia of the Negro, this volume lists alphabetically the major subjects to be included in such an encyclopedia with listings of source materials on each subject. Also a survey of library holdings of material on the Negro and a bibliography of bibliographies of the Negro and Negro life and culture.

Index to Selected Negro Periodicals [8·5] is a subject guide to material in Negro periodicals received at the Hallie Q. Brown Library of Central State College, Wilberforce, Ohio.

Negro Handbook. Florence Murray. New York: Current Books, Inc. 1942- .

A more or less biennial publication presenting a variety of statistical and other data on the life, culture, and activities of the U.S. Negro.

The Negro in Art [16·27] is "a pictorial record of the Negro artist and of the Negro theme in art."

Negro Year Book. Tuskegee Institute. Tuskegee, Ala.: The Institute. 1912- .

An irregularly published "annual," containing statistics on the American Negro and miscellaneous survey articles on the economic and cultural status and activities of Negroes.

Selected Bibliography on the Negro. 4th ed. New York: National Urban League. 1951. 125 pp.

A frequently revised listing of currently available book and periodical material on the Negro in the U.S. Much of the material listed deals with race relations.

16·305

Newspapers

SEE ALSO Advertising; Journalism; Publishing. SEE ALSO Chapter 8 for lists of newspapers and indexes to their contents.

American Authors and Books, 1640-1940 [16·259b] contains individual entries on many famous American newspapers, past and current, giving some of their history.

Annual Syndicate Directory. New York: *Editor and Publisher*. 1955- .

A supplement to a midyear issue of *Editor and Publisher*, containing complete data on newspaper syndicates, their chief personnel, and their major items.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] list the major newspapers published in each of the countries covered in the various volumes.

Dictionary of American History [16·216p] contains a number of entries on famous American newspapers and lists the first newspaper published in each state in each article on the states.

Editor and Publisher: International Yearbook Number. New York: *Editor and Publisher*. 1920- .

A comprehensive guide to the newspapers of the U.S. and Canada, listing all the daily and weekly newspapers with their personnel by categories, and giving their circulations. There is a special list of foreign-language papers in the U.S. Other information includes directories of journalistic associations, journalism schools, a bibliography of journalism and advertising, and a buying guide for newspapers. *Editor and Publisher's Market Guide* [15·4] lists the daily newspapers published in the U.S. and Canada under the names of the towns and cities where they appear.

History and Bibliography of American Newspapers, 1690–1820. Clarence S. Brigham. Worcester, Mass.: American Antiquarian Society. 1947. 2 vols.

A comprehensive history of the early development of journalism in the U.S. with extensive listings of source materials.

The International Labor Directory and Handbook [16·247] lists labor newspapers in the U.S.

The Literary Market Place [16·365] lists U.S. and Canadian newspapers, arranged by states or provinces, that regularly carry book reviews, with appropriate additional information. Also a directory of news services and feature syndicates concerned in any way with book publication.

N. W. Ayer and Son's Directory of Newspapers and Periodicals. Philadelphia: N. W. Ayer and Son, Inc. 1880– .

An annual publication, the most complete guide to the press of the U.S. and its possessions, Canada, Bermuda, Cuba, and the Philippines. The basic list is arranged by states and cities with addresses and publication and circulation data. Also various classified lists, such as agricultural papers, college publications, foreign-language periodicals, fraternal publications, Negro publications, religious

periodicals, and trade and technical papers. Alphabetical index of publications listed.

Newspaper Indexing [16·227] discusses in detail the techniques of newspaper indexing, including an extensive bibliography.

The Newspaper Press Directory and Advertisers' Guide. New York: John de Graff, Inc. 1846– .

An annual British publication containing basic information arranged in various classified ways on the newspapers, periodicals, and directories of the United Kingdom and Ireland in great detail and in a somewhat less detailed fashion on the press of the British Empire and of various non-British foreign countries. In addition, there is much basic information on various types of newspapers and periodicals in Great Britain and other countries. Perhaps the best available guide to the press of the world as a whole.

Statesman's Year-Book [15·2] discusses the status of the press in each country and frequently gives statistical data on newspaper circulation.

Style Book. Rev. ed. New York: New York Times Publishing Co. 1956. 102 pp.

The guide to the style used in editing what many persons regard as the model for U.S. newspaper style.

Working Press of the Nation. New, rev., and enl. ed. Chicago: The National Research Bureau. 1956. 3 vols.

First published in 1955 in two volumes, the second edition of this comprehensive "directory and guide to newspapers, news services, feature syndicates, newsreels, photo services, newscasters, networks" was expanded by 50 per cent. Vol. I is a newspaper directory, Vol. II a magazine directory, and Vol. III a radio and TV directory. Listings are both alphabetical and classified. Key personnel are given under each listing in appropriate classifications.

Nicknames. SEE Names.

Nobility. SEE Address, Forms of; Genealogy; Heraldry. SEE ALSO 14·4.

Novels. SEE Fiction; Literature.

Nuclear Physics. SEE Atomic Energy; Physics.

Numismatics. SEE Coin and Money Collecting.

16·306

Nursery Rhymes

SEE ALSO Children's Literature; Folklore; Literature; Poetry.

The Oxford Dictionary of Nursery Rhymes. Iona Opie and Peter Opie. Oxford: Clarendon Press. 1951. 494 pp.

An anthology of some 550 English nursery

rhymes arranged alphabetically by catchword or first line. With each "standard version" is given the first recorded version and a list of source materials. Indexes of first lines and of persons mentioned in connection with the rhymes, nearly 100 illustrations, and prefatory material on the subject of nursery rhymes.

16·307

Nursing

SEE ALSO Drugs; First Aid; Hospitals; Medicine; Nutrition.

American Hospital Directory [16·223], besides all kinds of information on U.S. and Canadian hospitals, contains lists of nursing schools and other data of interest to nurses.

American Nurses Dictionary. Alice Louise Price. Philadelphia: W. B. Saunders Company. 1949. 656 pp.

A compilation of definitions with pronunciations of all types of terminology specially used in nursing and general hospital and clinic operation.

Caring for the Sick Child at Home [16·321] gives detailed instructions on how to nurse children at home, with especially valuable sections devoted to nursing chronically ill children and children with contagious diseases.

A History of Nursing. Mary Adelaide Nutting and Lavinia L. Dock. New York: G. P. Putnam's Sons. 1907-1912. 4 vols.

Naturally quite out of date now, this detailed history of "the evolution of nursing systems from the earliest times to the foundations of the first English and American training schools for nurses" still remains exceedingly useful for its historical data. The last two volumes contain material on the latter part of the nineteenth century. Illustrated.

History of Nursing Source Book. Anne L. Austin, comp. New York: G. P. Putnam's Sons. 1957. 480 pp.

A compilation of excerpts from writings dating from 1000 B.C. to 1873, the date of the founding of the first American nursing school, that deal with the subject of nursing. Historical footnotes, commentaries of various kinds, and lengthy bibliography.

Home Nursing Textbook. 6th ed. New York: American Red Cross. 1950. 235 pp.

A guide for the untrained person on basic techniques of nursing in the home and also on the proper methods of keeping a family healthy.

Hospital Service in the United States [16·223] lists U.S. schools for nurses and for courses in specialized nursing and hospital technician positions.

Lippincott's Quick Reference Book for Nurses. Helen Young and others. 7th ed. Philadelphia: J. B. Lippincott Company. 1955. 727 pp.

A handbook organized for ready reference outlining the techniques and fundamental principles of nursing care in each major clinical subject, such as pharmacology, nutrition, and medical, surgical, and obstetrical nursing.

Nursing History. Minnie Goodnow. 9th ed. Philadelphia: W. B. Saunders Company. 1953. 440 pp.

A volume designed primarily for student nurses briefly but concisely outlining the history of the nursing profession. Nearly 200 illustrations.

The Practical Nurse and Her Patient. Fern A. Goulding and Hilda M. Torrop. Philadelphia: J. B. Lippincott Company. 1955. 375 pp.

A handbook for the professional practical nurse, this work is of use also to the amateur suddenly required to give home-nursing care, since it is written in simple, nontechnical language. Sections on all aspects of home nursing, including care of new mothers, babies and older children, and the aged; a number of tables of necessary data; a detailed index; and numerous instructive illustrations.

16·308

Nutrition

SEE ALSO Cooking; Food; Medicine.

Biological Abstracts [16·51] contains a considerable amount of material on the more technical aspects of nutrition.

Chemistry of Food and Nutrition [16·175] covers the body-chemical aspects of nutrition in great detail. Its tabular information and bibliography are especially useful.

The Child, His Origin, Development and Care [16·90] covers the nutritional aspects of pregnancy and of children's diet from birth through the age of five.

Dictionary of Dietetics. Rhoda Ellis. New York: Philosophical Library, Inc. 1956. 152 pp.

A collection of terms, defined and frequently discussed, relating to diet and diet therapy.

Everybody's Book of Modern Diet and Nutrition. Henrietta Fleck and Elizabeth Munves. New York: Dell Publishing Company, Inc. 1955. 320 pp.

A book of 15 chapters covering various phases of diet and nutrition in the normal home situation and such special aspects as nutrition for pregnant women, babies, and older children and dieting for the overweight and the underweight. Extra features include a bibliography, numerous nutritional charts and tables, and a detailed index.

Feeding Your Baby and Child. Benjamin Spock with Miriam E. Lowenberg. New York: Duell, Sloan & Pearce, Inc. 1955. 226 pp.

Dr. Spock's second book, outlining in his well-known manner the basic information on the feeding of small babies and older children and covering all phases of sickness and health

as regards nutrition. Illustrations, tabular data, and a good index.

Handbook of Food and Agriculture [16·7] contains tables showing the nutritive values of most foods.

Das Lexikon der Frau [16·471] includes extensive information on nutrition for the housewife.

Nutrition Abstracts and Reviews. Aberdeen, Scotland: Aberdeen University Press. 1931- .

Abstracts of the world's literature on nutrition "issued under the direction of the Imperial Agricultural Bureaux Council, the Medical Research Council and the Reid Library." The abstracts appear quarterly arranged by subject with annual cumulative author and subject indexes and periodic five-year cumulative indexes.

Nutrition Sourcebook. O. E. Byrd. Stanford, Calif.: Stanford University Press. 1955. 370 pp.

A comprehensive guide to information on all phases of nutrition.

Pocket Book of Baby and Child Care [16·90] does not contain such extensive information on the nutrition of children as Dr. Spock's book on this specific subject (see above), but it does supply much basic information.

Tables of Food Values [16·175] lists in tabular form the values of common foods in terms of vitamins, minerals, and other elements, arranged for quick reference.

The Wise Encyclopedia of Cookery [16·175] covers most aspects of nutrition, particularly from the layman's point of view, in numerous brief entries. Many useful nutritional data charts.

Nuts. SEE Fruits and Fruit Growing; Plant Life; Trees and Shrubs.

Obituaries. SEE Chapter 14.

Observatories. SEE Astronomy; Museums; Science.

16·309

Obstetrics

SEE ALSO Child Care and Guidance; Hospitals; Medicine; Nursing; Nutrition; Sex.

The Child, His Origin, Development, and Care [16·90] contains information on pregnancy with advice to the pregnant woman as well as practical data on delivery and post-natal care.

Children from Seeds to Saplings [16·90] explains the development of the embryo from conception to birth.

Lippincott's Quick Reference Book for Nurses [16·307] discusses the techniques and problems of obstetrical nursing.

Parents' Magazine Book for Expectant

Mothers. Adeline Bullock. New York: McGraw-Hill Book Company, Inc. 1954. 246 pp.

A complete guide to prenatal care, treating in full the physical and emotional aspects of pregnancy.

The "Practical Medicine Year Books" series [16·275] has since 1901 published a *Year Book of Obstetrics and Gynecology* outlining new developments in all medical aspects of the subject.

The Practical Nurse and Her Patient [16·307] discusses obstetrical nursing in the home.

Occultism. SEE Astrology; Magic; Philosophy; Psychic Research; Religion.

Occupations. SEE Vocations and Vocational Guidance.

Oceanography. SEE Fish; Geography; Geology; Map Making; Marine Biology; Shells.

Office Procedures. SEE Accounting; Business and Finance; Business Machines; Correspondence; Filing; Indexing; Secretarial Science.

Oil. SEE Petroleum and Natural Gas.

Old Age. SEE Gerontology and Geriatrics; Retirement; Social Security.

Olympic Games. SEE Sports.

16·310

Opera

SEE ALSO Ballet; Dance and Dancing; Music; Theater.

Annals of Opera. Alfred Loewenberg. 2d ed. Geneva, Switzerland: Societas Bibliographica. 1954. 2 vols.

A revised edition of the most complete work of its kind, giving the full history with bibliography of each opera of any importance ever performed.

The Complete Book of Twentieth Century Music [16·293] gives the plots of all operas in the standard repertoire.

Complete Opera Book. Gustav Kobbé. New ed., rev. and enl. New York: G. P. Putnam's Sons. 1954. 1262 pp.

A detailed discussion of some 260 different operas, outlining their plots, giving their histories, discussing their composers, and including the music of the more significant or famous arias and other passages in each work. The new edition includes some recently composed works.

Complete Stories of the Great Operas. Milton Cross. Rev. and enl. ed. New York: Doubleday & Company, Inc. 1955. 688 pp.

Detailed summaries of the plots of 76 major operas. The new edition includes such recent works as *Wozzeck*, *Amahl and the Night Visitors*, and *The Medium*. Introductory sections on opera appreciation, opera history, and ballet in opera and a bibliography of opera source materials.

Encyclopedia of the Opera. David Ewen. New York: A. A. Wyn, Inc. 1955. 640 pp.

An alphabetically arranged collection of entries on virtually every opera subject, including the stories of more than 500 operas; identifications of some 650 famous arias; more than 1000 biographies of singers, composers, and conductors associated with opera; entries on opera houses; and operatic terms. A pronouncing glossary of opera terms. Useful facts included are dates of world and U.S. premieres of various operas and material on the sources in literature of stories of operas.

Festival of Opera. Henry William Simon. New York: Hanover House. 1957. 718 pp.

Synopses in great detail of 127 operas composed between the sixteenth century and the present. In addition, the literary backgrounds, production histories, and performances of each opera are treated.

Guide to Dance Periodicals [8·5] indexes a large amount of periodical literature pertaining to the opera.

Introduction to Opera. Mary Ellis Peltz, ed. New York: Barnes & Noble, Inc. 1956.

A guide to 40 well-known operas with comprehensive act-by-act plot summaries and commentaries on the musical and dramatic qualities of each work. An appendix lists all long-playing recordings of each opera with evaluations of each.

Metropolitan Opera Annals. William H. Selt-sam. New York: The H. W. Wilson Company. 1949. 127 pp.

A more or less chronological history of the various seasons and performances at the Metropolitan with an index of composers. Many biographical data on performers and 127 portraits of famous Met personalities.

Opera Annual. Harold Rosenthal, ed. New York: Lantern Press, Inc. 1956- .

A survey of European and American opera during the previous year, with a number of special articles. Major world opera houses are listed with their current repertoires, singers, and conductors. Numerous illustrations.

The Opera Reader. Louis Biancolli, ed. New York: McGraw-Hill Book Company, Inc. 1953. 704 pp.

Complete data on 90 famous operas by 39 composers: biography of each composer, list of characters in each opera, plot outline, background material, and history of composition and performance.

Operas and Musical Comedies. Joseph W. McSpadden. New York: Thomas Y. Crowell Company. 1946. 607 pp.

Plots of more than 350 operas and light operas, including such modern works in the latter genre as *Oklahoma!*

Plots of the Operas. Oscar Thompson. New York: Dodd, Mead & Company, Inc. 1940. 517 pp.

The stories and brief histories of famous operas taken from the same author's *International Cyclopedia of Music and Musicians* [16·293].

Stories of the Great Operas and Their Composers. Ernest Newman. New York: Alfred A. Knopf, Inc. 1930. 889 pp.

Plots and histories of most of the operas in standard repertoires with biographies of the composers.

A Treasury of Opera Biography [14·4], besides the biographical data it contains on great operatic performers, is useful for its bibliographies of source material on opera in general.

Orations. SEE Public Speaking.

Orchestras. SEE Chamber Music; Jazz; Music; Popular Music; Symphonies.

16·311

Organizational Management

SEE ALSO Adult Education; Audio-Visual Education; Bazaars; Correspondence; Debates and Debating; Parliamentary Law and Procedure; Programs; Public Speaking.

Club Member's Handbook. Lucy R. Milligan and Harold V. Milligan. New York: Barnes & Noble, Inc. 1955. 300 pp.

A variety of how-to information on club

organization and direction, including parliamentary law, programs, entertainment, etc.

How to Run a Club. Harry Simmons. New York: Harper & Brothers. 1955. 308 pp.

"A complete handbook for club members," this book discusses the legal and financial aspects of club organization and management, how to gain new members, how to obtain

speakers and plan programs, etc. Illustrations of club record forms, the basic rules of parliamentary procedure, and other practical information.

16·312 Organizations

SEE ALSO Boy Scouts; Chambers of Commerce; Foundations; Fraternities and Sororities; Girl Scouts; International Organizations; Labor and Labor Unions; Missions; Organizational Management; Political Parties; Social Science. SEE ALSO Chapter 10 for guides to directories of organizations, as well as Sections 12·2 for a discussion of organizations as sources of information and 13·1 for a discussion of organizations as sources of graphic information.

Of the general encyclopedias, three are especially useful sources of information on organizations. *World Book Encyclopedia* [5·1] carries numerous separate entries on various national and international organizations; in addition, in Vol. 19, there is a directory index of "Organizations and Agencies," giving the addresses of the headquarters of several hundred of them. Both *American Peoples Encyclopedia* and *Encyclopedia Americana* [both 5·1] contain many entries on important organizations of all types, giving concise data on the history and activities of each and frequently listing addresses of headquarters. The *World Almanac* [6·2] contains a separate section on organizations. *Facts on File* [6·2] frequently gives news of organizations, especially changes in their officers.

ALA Membership Directory [14·4] lists the members of national, state, provincial (Canada), and local library associations, agencies, supervisors, etc., and also state historical societies.

American Agencies Interested in International Affairs. Ruth Savord and Donald Watson. 4th ed. New York: Council on Foreign Relations, Inc. 1955. 289 pp.

A classified listing of national organizations related in some ways to international affairs. These include international research organizations, action groups, chambers of commerce, foreign information bureaus, organizations of exiles in America. More than 360 organizations are listed with their purposes, finances, activities, membership, and publications de-

The Program Encyclopedia [16·351] contains several thousand ideas for programs, fund-raising programs, entertainments, and other activities for organizations of all kinds.

scribed. Personnel index and subjects and activities indexes.

American Art Directory [16·27] lists the art associations of the U.S., Canada, and Latin America, with names of officials, numbers of members, and publications.

American Aviation World-wide Directory [16·34] lists organizations of all kinds and in all countries concerned with aviation.

American Health Directory. Henry Hatton. Washington, D.C.: Public Affairs Press. 1952. 96 pp.

A list of societies, foundations, and schools concerned with health and disease, arranged by field of special interest. Addresses of headquarters and publications are given.

American Hospital Directory [16·223], besides information on the American Hospital Association itself, gives data on women's hospital auxiliaries; hospital and health organizations in foreign countries; U.S. national, regional, and local hospital organizations; Federal agencies whose work pertains to hospitals; and other organizations in the field of health.

American Jewish Yearbook [16·243] contains information on a wide variety of Jewish organizations in the U.S. and their activities.

American Library Annual [16·256] contains a descriptive listing of U.S. library associations and their committees, with names of their chairmen and trade associations in the publishing field.

American Library Directory [16·256] contains data on library organizations in the U.S., its territories, and Canada.

American Medical Directory [16·275] lists American medical societies and their members.

Applied Solar Energy Research [16·415] lists organizations in 27 countries engaged in research in the application of solar energy, with brief descriptions of their current programs.

The Aviation Week Airport Directory [16·11] contains data on major aviation organizations.

A Bibliographical Guide to the English Educational System [16·148] lists youth organizations and other educational organizations in the British Isles.

Blue Book of Awards [16·350] lists most of the prizes and awards given by various organizations. The index permits locating the awards donated by specific organizations.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] contain directory-type data for each of the countries covered in the various volumes on such organizations as chambers of commerce, trade associations, labor unions, and learned societies.

Canadian Almanac and Directory [15·4] contains brief information on a variety of Canadian associations and organizations.

The Catholic Directory [16·386] contains information on the Roman Catholic organizations of the British Isles.

Catholic Encyclopedia [16·386] includes information on major Roman Catholic organizations of the world and of the U.S. in particular.

Conservation Yearbook [16·109] includes information on the activities of public and private, national, state, and local agencies and organizations interested in conservation or some of its aspects.

Dictionnaire des lettres françaises [14·4] includes entries on the literary organizations of France.

Directory, Public Human Relations Agencies. New York: Anti-Defamation League of B'nai B'rith. 1956. 31 pp.

A listing of organizations interested in improving interracial or interreligious relationships.

Directory for Exceptional Children [16·209] lists national associations, societies, and foundations concerned with programs for aiding the mentally handicapped.

Directory of Agencies in Race Relations. Chicago: Julius Rosenwald Fund. 1945. 124 pp.

A list of national, state, and local organizations concerned with race relations, listing for most their purpose, activities, and officials.

Directory of Historical Societies and Agencies in the United States and Canada. Harrisburg, Pa.: American Association for State and Local History. 1956. 48 pp.

A listing of national and state or provincial historical organizations of all types.

Directory of International Scientific Organizations. Paris: UNESCO. 1950. 224 pp.

A listing of nearly 200 international organizations engaged in scientific research and other activities with detailed information about each. Listings are divided into three sections: basic sciences, applied science, and miscellaneous.

A Directory of Social Science Research Organizations in Universities and Colleges. New York: Social Science Research Council. 1950. 40 pp.

A list by college or university, 104 in all, of social science research groups located at each, with a description of the activities of each group, names of its directors, and year organized.

Editor and Publisher International Yearbook [16·305] lists advertising and journalism associations in the U.S. and Canada.

Educational Directory [16·148] lists U.S. educational associations of all types in Part 4.

Encyclopedia of American Associations. Detroit: Gale Research Company. 1956. 306 pp.

A guide to trade, business, professional, labor, scientific, educational, fraternal, and social organizations of the U.S., arranged in seven sections. Six sections are devoted to different types of organizations; the seventh is a finding-guide index. Each section is arranged alphabetically by the key word in the name of the organization, with the result that most organizations with related or like interests are grouped together. Detailed subject cross references lead the user to other related organizations. About 5000 organizations in all are listed. Each listing gives a brief description of the group, its headquarters address, date of founding, names of officials, etc. Semi-annual supplements updating the basic publication are planned. An additional supplement listing functional and topical organizations in various fields was published in late 1956.

The Encyclopedia of Chemistry [16·88] contains entries on major chemical societies and research institutes.

The Encyclopedia of Jazz [14·4] lists various jazz associations.

Encyclopedia of Modern Education [16·148] contains entries on a number of major educational organizations.

Encyclopaedia of Religion and Ethics [16·379] includes articles on various organizations in the field of religion and philosophy.

Exploring American Caves [16·81a] contains a list of U.S. speleological societies.

A Guide to the Religions of America [16·379] lists organizations affiliated with various religious denominations.

Guide to Women's Organizations. Ellen E. Anderson. Washington, D.C.: Public Affairs Press. 1949. 167 pp.

A listing, with brief essential data, of national and international women's organizations.

Handbook of Adult Education in the United States [16·5] contains a directory of agencies in the field of adult education.

Handbook of Food and Agriculture [16·7] lists research groups, scientific societies, and trade associations in the general field of food and agriculture.

Handbook on International Study [16·103] lists organizations engaged in various programs in the field of international education and student exchange.

Historical Societies in the United States and Canada: A Handbook. Raleigh, N.C.: American Association for State and Local History. 1944. 261 pp.

Arranged by states, this book is a directory of state and local historical societies, giving brief data about each organization, its history, and its activities.

How to Adopt a Child [16·4] lists state-licensed adoption agencies, many of which are private organizations.

Industrial Marketing: Market Data and Directory Number [16·270] lists organizations in the field of marketing, merchandising, advertising, and many specific industries.

Institutions and Individuals [10·2] lists some 220 works, many of which in whole or in part are lists of organizations and agencies of various types. Coverage is world-wide but with an American emphasis.

International Directory of Adult Education [16·5] lists international groups, both governmental and nongovernmental, in the field

of adult education, describing their activities and giving addresses of their headquarters.

International Directory of Nation-wide Organizations Concerned with Family, Youth and Child-welfare. New York: United Nations. 1953. 289 pp.

A directory of names and addresses of more than 1800 governmental and private national organizations concerned with family, youth, and child welfare, covering 48 countries.

The International Encyclopaedic Who Is Who in Music [14·4] contains a list of music fraternities, with their addresses, histories, and membership requirements.

The International Labor Directory and Handbook [16·247] lists governmental and private organizations affiliated with the American labor movement in addition to labor unions.

The Jewish Chronicle Travel Guide [15·2] lists Jewish organizations, primarily in Great Britain, the U.S., and Israel but also in many other countries.

Jewish Education Register and Directory [16·148] contains information on Jewish organizations throughout the U.S.

Jewish Year Book [16·243] includes a directory of Jewish organizations of all types in Great Britain. Less extensive coverage is given of Jewish organizations and institutions in other parts of the world.

Legal Aid Directory [16·253] lists local and state organizations affiliated with the National Association of Legal Aid Associations.

The Literary Market Place [16·365] contains a directory of associations in the following fields: advertising, magazine, and press; the book trade; libraries; literature; motion pictures, music, and radio; and miscellaneous other national groups.

Lutheran Cyclopedia [16·261] includes entries on various religious organizations, especially those affiliated with the Lutheran Church.

National and International Marketing Channels Directory [16·278] lists national and international organizations in the field of marketing with address of headquarters, purpose, membership directories, and names of members who attended the group's last meeting.

National Associations of the United States.

Jay Judkins. Washington, D.C.: U.S. Department of Commerce. 1949. 634 pp.

A listing of more than 4000 associations in business, professions, and allied fields, with headquarters, activities, history, and membership given. An index by types of industries and trades. A 57-page supplement was published in 1956.

The National Catholic Almanac [16-386] contains a directory of U.S. Roman Catholic organizations of all types.

NEA Handbook [16-148] gives data on national, state, and local educational associations.

New Encyclopedia of Music and Musicians [16-293a] includes in an appendix a list of music organizations of various types.

New Schaff-Herzog Encyclopedia of Religious Knowledge [16-379] contains entries on a wide variety of religious organizations, primarily Protestant.

Pacific Coast Gardening Guide [16-188] lists botanical and gardening societies on the U.S. West Coast.

The Practical Engineer Pocket Book [16-152] lists trade and research associations in the field of engineering, largely in the British Isles.

Public Administration Organizations. Chicago: Public Administration Clearing House. 1932- .

A biennially issued directory of "unofficial organizations in the field of public administration in the United States and Canada." It lists and describes more than 500 national organizations in the U.S. and some 200 regional and Canadian groups. For the former, information on membership, finances, secretariat, activities, affiliations, and publications are included. Names, addresses, and officials only are given for the latter groups. Classified listing and a list of sources of information on various groups.

Public Welfare Directory [16-413] lists Federal, state, local, territorial, and Canadian agencies in the general field of public welfare and other more specialized directories in the field.

Scientific and Learned Societies of Great Britain [16-394] devotes its second section to a classified (by field of interest) listing of scientific societies in Britain, giving name,

address, chief officers, purpose, membership, publications, international affiliations, and other basic information arranged alphabetically by cities. More than 600 organizations are covered.

Scientific and Technical Societies of the United States and Canada. 6th ed. Washington, D.C.: National Research Council. 1955. 447 pp.

In two sections, one for the U.S. and the other for Canada, this work lists national organizations concerned with science and technology. Trade associations with research activities, listed in previous editions, have been eliminated. Listings are alphabetical by name, with address of headquarters, chief officers, purpose, history, membership, meetings, and publications. The listings include 1506 U.S. and 206 Canadian organizations. Index of subjects, activities, purposes, research funds, publications, awards, and former names of the listed organizations.

Scientific Institutions and Scientists in Latin America [14-4] includes basic information on a variety of scientific organizations and research institutions in Latin America.

Scientific Societies in the United States.

Ralph S. Bates. New York: John Wiley & Sons, Inc. 1945. 246 pp.

The development of scientific societies in the U.S. is traced over more than two centuries to recent times, covering both national and regional and state groups. Extensive bibliography.

Social Work Year Book [16-413] includes a directory of international, national governmental and private, and Canadian agencies in the field of social service.

Taylor's Encyclopedia of Gardening [16-188] contains information on various national gardening and horticultural organizations.

Thrum's Hawaiian Annual [15-4] lists many different types of associations and organizations in Hawaii, with addresses of headquarters.

United States Associations in World Trade and Affairs. Washington, D.C.: U.S. Department of Commerce. 1947. 125 pp.

A directory of the following: associations of exporters and importers, trade associations and chambers of commerce having commit-

tees on foreign-trade problems, organizations devoted to achieving world peace, other private organizations with a special interest in international affairs.

Universal Jewish Encyclopedia [16·243] contains entries on a large number of major Jewish organizations.

U.S. Citizens in World Affairs. Katharine C. Garrigue. New York: Foreign Policy Association, Inc. 1953. 380 pp.

A classified directory of U.S. organizations interested in one way or another in international trade, culture, and political affairs. Listings include foreign chambers of commerce, foreign information services, and foreign consulates in New York, as well as legations and embassies in Washington. For each organization listed, the following is given: name, address, headquarters phone number, date founded, officials, number of members, purpose, activities, and publications.

Where to Buy Supplies for Educational Institutions [16·367] contains a directory of educational associations and foundations.

Where to Go for UN Information [12·5] lists private organizations having special interest in the UN.

Who's Who in Allergology [14·4] contains data on societies of allergists in all parts of the world, listing the individual members of each.

Who's Who in Germany [14·3] contains directory-type data on more than 2000 organizations in Germany.

World of Learning [16·148] contains basic information about academies, learned societies, and professional associations throughout the world, listed by countries. Separate list for international organizations.

Yearbook [16·379] of the National Council of the Churches of Christ in the United States of America's Division of Christian Education contains the annual reports of such related agencies as the American Bible Society, the American Association of Theological Schools, Canadian Council of Churches, WCTU, YMCA, YWCA, and World Council of Churches.

Yearbook of Youth Organizations. UNESCO. New York: Columbia University Press. 1955— .

An extensive compilation of the activities of youth organizations throughout the world. Vol. I, which contains 400 pages, covers the youth organizations of Europe.

Youth Organizations in Canada. Toronto: Ryerson Press. 1946. 110 pp.

A reference manual prepared for the Canadian Youth Commission, this volume gives basic data on the various youth groups of Canada.

Youth Organizations of Great Britain. London: Jordan & Sons, Ltd. 1944— .

A biennially published directory of the youth groups of Great Britain.

Youth-serving Organizations. Merritt M. Chambers. 3d ed. Washington, D.C.: American Council on Education. 1948. 162 pp.

A directory of U.S. national nongovernmental associations concerned with youth activities, prepared for the Committee on Youth Problems of the American Council on Education. It is divided into 19 sections according to type of membership or purpose. Basic information is given on all the approximately 250 organizations listed. The groups listed include those affiliated with various churches as well as lay religious groups.

Ornithology. SEE Birds.

16·313

Orthodox Church

SEE ALSO Christianity; Religion.

Russian Orthodox Greek Catholic Church Yearbook and Church Directory. New York: Metropolitan Council Publications Committee. 1952— .

Published irregularly, though an attempt is made to have it appear annually. This volume contains considerable basic information on the organization, history, structure, and beliefs of the church, as well as a wide variety of annual statistical data.

16·314 Packaging

SEE ALSO Advertising; Graphic Arts; Manufacturing; Merchandising; Paper and Paper-making; Printing and Typography.

Modern Packaging Encyclopedia Issue. New York: Breskin Publications. 1929-

An annually published special issue of *Modern Packaging*, totaling about 750 pages in each edition. Much of the basic material is retained each year, but all of it is revised and brought up to date as required. More than 100 different articles covering all phases of commercial packaging, including many useful charts, diagrams, and tables, as well as a complete directory of sources of supplies and services for the industry.

Packaging and Display Encyclopaedia. 4th

16·315 Painting

SEE ALSO Art and the Arts; Paints and Varnishes; Prints.

The various general encyclopedias tend to discuss painting according to the overall scope of the individual publications. Aside from general articles on painting, national schools of painting are discussed in articles on national schools of art, in either separate entries or entries on the countries themselves. In addition, *Encyclopedia Americana* [5·1] and the *New Century Cyclopedia of Names* [5·2] contain a fairly large number of separate entries under the names of specific works of art. *World Book Encyclopedia* [5·1] contains in Vol. 19 an index of the paintings reproduced in the set and thus often proves a convenient reference for locating a reproduction of a famous work of art. The various Baedeker guidebooks to European countries [15·4] are useful sources of information on specific works of art provided you know their location, since the Baedeker guides contain virtual catalogues of major museums.

The sources listed below have been subdivided according to their over-all contents. "General sources" include those dealing with painting as a whole and those treating painting of certain types or of

ed. Hollywood-by-the-Sea, Fla.: Transatlantic Arts Press. 1957. 752 pp.

A British publication that presents information on new processes and programs in packaging and display, heavily illustrated. A glossary of terms.

Packaging Engineering. Louis C. Barail. New York: Reinhold Publishing Corporation. 1954. 416 pp.

A guide in chapter form to packaging materials and to their uses in most varieties of packaging problems. More than 150 photographs, drawings, and tables. One section discusses packaging for the Armed Forces. Another chapter on packaging for export includes a glossary of packaging terms in French and Spanish.

certain periods, without regard to national schools. Sources treating painting of specific countries or regions follow in separate sections arranged alphabetically.

a. GENERAL SOURCES

Brian's Dictionary of Painters and Engravers [14·4] lists works of art and the location of the originals of many of them.

Catalogue of Color Reproductions of Paintings, 1860-1955. 3d ed. Paris: UNESCO. 1955.

A guide to sources of color reproductions of paintings spanning almost a century. A companion volume to the following.

Catalogue of Color Reproductions of Paintings Prior to 1860. Paris: UNESCO. 1950. 180 pp.

A companion volume to the above. Each volume lists reproductions and describes the original, telling where it is located. The price, size, and source of reproductions are given, each being illustrated. Appendixes include lists of publishers and printers noted as sources as well as an index of painters covered in the catalogue.

Cyclopedia of Painters and Painting [14·4] contains in one alphabet, in addition to biographies of famous painters, entries describing famous paintings, including their histories, the location of originals, and some bibliographical data. Many paintings are illustrated.

The Dada Painters and Poets. Robert Motherwell, ed. New York: George Wittenborn, Inc. 1951. 432 pp.

A collection of documents, including articles, letters, memoirs, etc., relating to the Dadaist movement in art, with 155 illustrations and a bibliography compiled by Bernard Karpel.

Dictionary of Modern Painting [14·4], though primarily biographical in its contents, also contains useful articles on various schools and movements in modern art. Its illustrations, most of which are in color, are exceptionally fine.

Encyclopedia of Painting [14·4], in addition to biographies of painters of all times and periods, contains articles on various national and regional schools of painting of the past and present, definitions of technical terms, and articles on movements and schools of painting. More than 1000 illustrations, over 200 in full color.

Fine Art Reproductions: Old and Modern Masters. Rev. ed. New York: New York Graphic Society. 1951. 548 pp.

A frequently revised catalogue of reproductions of famous paintings. It includes more than 1000 facsimiles with about 100 reproduced in full color. Reproductions are presented in sections: portraits, genre works, musical subjects, legal subjects, landscapes, marine landscapes, modern paintings, etc. With each reproduction the name of the picture, its painter, and location of the original with catalogue data are given. A number of small color prints and other small art pictures useful for classroom purposes are also listed. Bibliography, guide to framing pictures, and index to reproductions by painting. Two supplements have been published to the 1951 edition.

The Harper History of Painting: The Occidental Tradition. David M. Robb. New York: Harper & Brothers. 1951. 1006 pp.

A work in 22 chapters outlining in detail the history of painting in Europe and America from prehistoric to contemporary times. Excellent glossary, including identifications and definitions; bibliography; and index. 522 illustrations, with 16 color plates.

Index to Reproductions of European Paintings. Isabel S. Monroe and Kate M. Monroe. New York: The H. W. Wilson Company. 1956. 675 pp.

A guide to reproductions of painting by European artists to be found in 328 different books. Artist, title, and subject entries appear in the index in one alphabet. With the entries on artists are given the name, dates of birth and death, title of the picture, reference to the book in which it is reproduced, and a key to the name of the museum in which it hangs.

International Directory of Photographic Archives of Works of Art. UNESCO. New York: Columbia University Press. 1954. 2 vols.

A comprehensive guide to sources of art reproductions, written in French and English. Vol. 2 is only a brief supplement to Vol. 1.

Old Masters in America. John D. Morse. Chicago: Rand McNally & Company. 1955. 192 pp.

A guide to more than 2000 famous paintings on exhibition in museums, art galleries, and collections in the U.S. and Canada. Locations of each with visiting information is included. Illustrated biographies of 40 of the painters whose works are listed.

b. AMERICAN PAINTING

Index to Reproductions of American Paintings. Isabel S. Monroe and Kate M. Monroe. New York: The H. W. Wilson Company. 1948. 731 pp.

A guide to reproductions contained in 520 books and some 300 exhibition catalogues. Artist, title, and subject entries.

Modern American Painting. Peyton Boswell, Jr. New York: Dodd, Mead & Company, Inc. 1939. 166 pp.

Reproductions of 86 famous American paintings in full color with biographies of the artists.

c. EUROPEAN PAINTING

Western European Painting of the Renaissance. Frank Jewett Mather. New York: Henry Holt and Company, Inc. 1939. 873 pp.

A frequently reprinted detailed history of one phase of European art.

d. ITALIAN PAINTING

A History of Italian Painting. Frank Jewett Mather. Rev. ed. New York: Henry Holt and Company, Inc. 1938. 497 pp.

A detailed history of the subject, emphasizing basic facts.

History of Italian Painting. Oliver S. Tonks. New York: Appleton-Century-Crofts, Inc. 1927. 320 pp.

A history from early times into the eighteenth century. Many illustrations, good bibliography, and excellent index.

16·316 Paints and Varnishes

SEE ALSO Chemistry and Chemical Engineering; Furniture; Interior Decoration; Manufacturing; Painting; Recipes and Formulas; Technology.

Amateur Finisher's Guidebook. Borden Hall. New York: Harper & Brothers. 1952. 115 pp.

A how-to-do-it guide for painting and refinishing furniture, floors, woodwork, etc.

The Artist's Handbook of Materials and Techniques. Ralph Mayer. Rev. ed. New York: The Viking Press, Inc. 1957. 735 pp.

A guide to paints and methods of using them properly. Annotated bibliographies.

Paleontology. SEE Dinosaurs; Fossils; Geology.

16·317 Paper and Papermaking

SEE ALSO Chemistry and Chemical Engineering; Forests and Forestry; Manufacturing; Printing and Typography; Technology; Wood.

Dictionary of Paper. 2d ed. New York: The American Paper and Pulp Association. 1951. 393 pp.

In four parts: introduction, classification and definitions of pulps, classification of waste materials used in the paper and board industries, and definitions of papers, boards, and papermaking terms. More than 3500 definitions in the last section. Bibliography.

16·318 Parakeets and Parrots

SEE ALSO Birds; Pets.

The Budgerigar as a Pet. Cessa Feyerabend. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 96 pp.

A basic instruction book with illustrations on the keeping of parakeets.

Budgerigar Guide. Cessa Feyerabend. Rev. ed. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 96 pp.

e. JAPANESE PAINTING

Index of Japanese Painters [14·4] includes with each of its some 600 biographies a list of available reproductions of each artist's works as well as short descriptions of the various schools of Japanese painting.

New Standard Ready Reckoner [16·232] contains formulas for mixing paints.

Painting and Decorating Encyclopedia [16·233] tells how to select paints, mix them, and apply them to interiors.

Painting Materials: A Short Encyclopedia. Rutherford J. Gettens and George L. Stout. Princeton, N.J.: D. Van Nostrand Company, Inc. 1942. 333 pp.

Entries appear on all kinds of painters' materials for all purposes, including mediums, pigments, solvents, diluents, as well as all kinds of painters' tools and other equipment. Information includes historical data as well as those of current practical use.

Forest Resources Handbook [16·179] contains considerable data on paper and papermaking as a byproduct of forestry.

Walden's ABC Guide and Paper Production Yearbook. New York: Walden, Sons & Mott, Inc. 1887—

A yearbook of the paper-production industry. In addition to a complete directory of the industry, there are new articles each year on technical advances in papermaking and a buyers' guide to equipment, supplies, and services. Trade associations in the field are also listed.

A guide to the breeding of parakeets, including genetics, breeding for colors, housing, care, exhibiting. 23 illustrations.

The Budgerigar or Shell Parakeet as a Talker. Cessa Feyerabend. Fond du Lac, Wis.: All-Pets Books, Inc. 1943. 96 pp.

General information on the care of parakeets, with emphasis on teaching them how to talk.

Parrot Family Birds. Julien L. Bronson. Fond du Lac, Wis.: All-Pets Books, Inc. 1950. 104 pp.

Basic information on the traits and care of a variety of birds of the parrot family.

Parrots and Parrot-like Birds. The Duke of

Bedford. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 210 pp.

Details on the care, breeding, and training of all types of birds of the parrot family available in pet stores and aviaries. 16 pages of photographs including four color plates.

Parapsychology. SEE *Psychic Research*; *Psychology*.

Parks and Playgrounds. SEE *Botanical Gardens*; *Games and Recreations*; *Municipalities*; *National Parks*; *Zoos*.

16·319

Parliamentary Law and Procedure

SEE ALSO *Congress, U.S.*; *Debates and Debating*; *Organizational Management*; *Public Speaking*.

Club Member's Handbook [16·311] contains basic rules of parliamentary procedure in informal organizations.

Handbook of Parliamentary Procedure. H. A. Davidson. New York: The Ronald Press Company. 1955. 292 pp.

A well-organized guide to the basic points as well as some of the less common aspects of parliamentary law and procedure, emphasizing its use in lay organizations.

How to Run a Club [16·311] contains an outline of the rules of parliamentary procedure.

Robert's Rules of Order. Henry M. Robert. Chicago: Scott, Foresman and Company. 1877- .

An annually revised standard guide to parliamentary law. Part 1 outlines parliamentary

law and procedure; Part 2 describes the methods of conducting organizational meetings.

Rules of Order. John George Bourinot. 5th ed. Toronto: McClelland & Stewart Limited. 1924. 208 pp.

"A Canadian manual on the procedure at meetings," arranged in three parts: rules and usages of parliament, rules of order and procedure for public meetings and societies, rules of order and procedure for meetings of corporate companies. Frequent bibliographical notes and well-arranged index.

Sturgis Standard Code of Parliamentary Procedure. Alice F. Sturgis. New York: McGraw-Hill Book Company, Inc. 1950. 280 pp.

A study of, more than a guide to, parliamentary procedure, arranged in three sections: the principles and general rules of parliamentary procedure, the structure and functions of organizations, the principles of parliamentary motions. The work is well documented and thus highly authoritative, making it especially useful for the guidance of corporations.

Parrots. SEE *Parakeets and Parrots*.

Pastimes. SEE *Games and Recreations*; *Hobbies*; *Sports*.

16·320

Patents and Patenting

SEE ALSO *Inventions*; *Law*; *Manufacturing*; *Trademarks and Trade Names*.

Chemical Business Handbook [16·88] contains a section on patents and patent law as related to the chemical industry.

Index of Patents Issued from the United States Patent Office. U.S. Patent Office. Washington, D.C.: Government Printing Office. 1921- .

An annual listing of patents issued during the previous year, indexed by product and by patenter.

"**The Legal Almanac Series**" [16·253] contains a volume on patent law.

Official Gazette. U.S. Patent Office. Washington, D.C.: Government Printing Office. 1872- .

A weekly publication listing and describing new patents, trademarks, etc., and discussing recent decisions in patent cases. An annual index.

Patent Law in the Research Laboratory. John Kenneth Wise. New York: Reinhold Publishing Corporation. 1955. 152 pp.

A guide to all phases of patent law, particularly for the research chemist.

16-321 Pediatrics

SEE ALSO Child Care and Guidance for the lay aspects of children's illnesses; SEE ALSO Medicine; Nursing; Nutrition.

Better Health for Your Children. I. Newton Kugelmass. New York: McGraw-Hill Book Company, Inc. 1955. 341 pp.

A home medical guide to the care of ailing children. It discusses the various common ailments of childhood, the causes of children's diseases, and the treatment of these diseases in a general fashion, including what parents can do before the doctor comes.

Caring for the Sick Child at Home. Marion Lowndes. Philadelphia: The Westminster Press. 1956. 157 pp.

A guide to the home care of sick children, especially the chronically ill or long-convalescent child. Information on feeding, amusing, and distracting the child, as well as specific information on home therapy.

"Practical Medicine Year Books" series [16-275] has included since 1901 a *Year Book of Pediatrics* that covers new developments in all phases of pediatrics, including child psychiatry.

Peerage. SEE 14-4. SEE ALSO Genealogy.

Penology. SEE Criminology.

Periodicals. SEE Magazines; Newspapers. SEE ALSO Chapter 8 for guides to periodicals.

16-322 Personal Finance

SEE ALSO Home Management.

Household Manual [16-220] devotes considerable attention to the making of household budgets and adhering to them.

Managing Your Money. J. K. Lasser and Sylvia F. Porter. New York: Henry Holt and Company, Inc. 1953. 430 pp.

A guide to all phases of personal and family finances, including data on budgets, home financing, investments, insurance, credit, and income taxes.

Pocket Household Encyclopedia [16-220] includes a detailed section on personal finances, especially family budgeting and saving.

16-323 Personnel Management

SEE ALSO Business and Finance; Education; Labor and Labor Unions; Vocations and Vocational Guidance.

College Placement Directory [16-103], a guide for personnel managers seeking college graduates as employees, lists colleges with the names and addresses of their placement bureau directors.

The Foreman's Handbook. Carl Heyel. ed. 3d ed. New York: McGraw-Hill Book Company, Inc. 1955. 566 pp.

A guide to all phases of personnel management at the foreman's level in manufacturing

plants. Subjects covered include cost controls, time and motion studies, interdepartmental relationships, and employee supervision.

The Handbook of Industrial Relations. John Cameron Aspley and Eugene Whitmore. 3d ed. Chicago: Dartnell Corporation. 1948. 1254 pp.

A comprehensive guide to all aspects of industrial management on the individual and on the group level. Extensive bibliography.

Labor-Personnel Index [8-5] provides a semi-monthly guide to material in periodicals on all phases of personnel management and labor relations.

The Management Dictionary. A. E. Benn. New York: Exposition Press. 1952. 375 pp.

An alphabetically arranged compilation of more than 2500 different terms used in the field of personnel management.

Plant Engineering Handbook [16·273] devotes a section to management engineering.

Sources of Business Engineering [9·4] lists numerous sources in the field of personnel management.

16·324

Petroleum and Natural Gas

SEE ALSO Fuels; Geology; Manufacturing; Mineralogy; Natural Resources; Transportation.

Bibliography on the Petroleum Industry. Everette Lee DeGolyer and Harold Vance. College Station, Tex.: School of Engineering, Texas Engineering Experiment Station. 1944. 730 pp.

A comprehensive bibliography of source materials compiled from several older bibliographies. The arrangement follows a specially devised decimal system. Also a subject index.

Editor and Publisher Market Guide [15·4] indicates the status of petroleum and gas exploration, discovery, and production in the vicinity of each of the localities covered in the guide.

Gas Facts. American Gas Association. New York: The Association.

An annual compilation of statistical data on the natural-gas industry.

Moody's Transportation [16·446] contains detailed descriptions of companies operating oil pipelines.

Petroleum. New York: American Petroleum Institute. 1949. 118 pp.

A brief history of the petroleum industry.

Petroleum Almanac. New York: National Industrial Conference Board, Inc. 1946- .

An annually published "statistical record of the petroleum industry in the United States and foreign countries," covering all phases of

the subject, including new technological developments, labor questions, taxation, production regulation, transportation, etc.

Petroleum and Natural Gas Bibliography. Robert E. Hardwicke. Austin, Tex.: University of Texas. 1937. 167 pp.

A listing of more than 14,000 different books, periodical articles, pamphlets, etc., relating to petroleum, arranged by subject classifications. Author index. Only books in English are included.

Petroleum Data Book. 2d ed. Dallas: Petroleum Engineer Publishing Co. 1948. 1004 pp.

Designed to be an annual, this work ceased publication after the second edition. It contains an enormous amount of statistical data on all phases of the petroleum industry in all parts of the world.

The Petroleum Dictionary. Lalia Phipps Boone. Norman, Okla.: University of Oklahoma Press. 1952. 338 pp.

About 6000 definitions of special terms used in the petroleum industry. Brief bibliography.

Petroleum Facts and Figures. New York: American Petroleum Institute. 1937- .

A biennial publication, except for the war years, this book gives complete statistical data on petroleum production and on the wholesale, retail, and service aspects of the industry. Also historical data.

16·325

Pets

SEE ALSO Animal Life; Bees and Bee Keeping; Birds; Canaries; Cats; Dogs; Ducks and Geese; Fish; Goats; Horses; Monkeys; Parakeets and Parrots; Pheasants; Pigeons; Poultry; Rabbits; Raccoons; Reptiles and Amphibians; Snakes; Tropical Fish; Turtles; Veterinary Medicine.

The Book of Wild Pets. Clifford Moore. Boston: Charles T. Branford Company. 1937. 553 pp.

A practical guide to a wide variety of wild animals that can be kept as pets, their habits, care, feeding, and training. Nearly 350 illustrations.

Complete Book of Home Pet Care. Leon F. Whitney. New York: Doubleday & Company, Inc. 1950. 552 pp.

A detailed manual on the care, feeding, and training of nearly every conceivable variety of household pet.

The Complete Book of Pet Care. Howard J. Lewis. New York: Random House, Inc. 1956. 144 pp.

An ASPCA-approved guide to the care of such common pets as birds, fish, cats, dogs, turtles, mice, hamsters, and guinea pigs, with some tips on training.

Standard Book of Household Pets. Jack Baird. Garden City, N.Y.: Halcyon House. 1948. 302 pp.

Practical information on care of household pets, primarily dogs and cats, though some data are included on fish, birds, and other common pets.

16-326

Pewter

SEE ALSO Antiques; Handicrafts; Metallurgy.

American Pewter. J. B. Kerfoot. New York: Crown Publishers, Inc. 1942. 236 pp.

A lavishly illustrated history of American pewter craftsmanship. Tables of makers' marks and lists of pewterers.

A Bibliography of Pewter. Carolyn Denman. Boston: Pewter Collectors' Club of America. 1945. 21 pp.

A brief listing of books on pewter and pewter making.

Old Pewter. Howard H. Cotterell. New York: Charles Scribner's Sons. 1929. 432 pp.

A history of pewter and pewter making in the British Isles, "an account of the old pewterer and his craft, illustrating all known marks and secondary marks of the old pewterers with a series of plates showing the chief types of their wares." Pewterers are listed alphabetically with their marks. Various indexes to separate features of the work and a general index.

Pewter in America: Its Makers and Their Marks. Leslie Irwin Laughlin. Boston: Houghton Mifflin Company. 1940. 2 vols.

A detailed history of American pewter making with nearly 100 illustrations, including marks. Also a good bibliography.

Pharmacy. SEE Drugs.

16-327

Pheasants

SEE ALSO Birds; Hunting; Pets; Poultry.

Pheasant Breeding and Care. Jean Delacour. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 98 pp.

All phases of care and breeding of wild and domesticated pheasants. The laws regarding pheasant shooting in the various states and

Canada are given in an appendix. Also a bibliography.

The Ring-necked Pheasant and Its Management in North America. W. L. McAtee, ed. Washington, D.C.: American Wildlife Institute. 1945. 320 pp.

Complete data on the history, breeding, and care of the ring-necked pheasant. Bibliography and index.

16-328

Philanthropy

SEE ALSO Education; Foundations; Organizations; Scholarships and Fellowships.

American Foundations and Their Fields [16-181] contains detailed information on the philanthropical activities of the various foundations.

Corporation Giving. F. Emerson Andrews.

New York: Russell Sage Foundation. 1952. 361 pp.

A guide to philanthropical activities of big business, containing information of interest to both corporations and recipients of their charity. All aspects of the question, legal, financial, taxwise, etc., are covered. Also a study of the relative values of various types of charitable organizations. Numerous tables and charts.

Philately. SEE Stamp Collecting.

Philology. SEE Language.

16·329

Philosophy

SEE ALSO Religion; Social Science.

Because of the nature of the subject, philosophy is treated most extensively in the more scholarly of the general encyclopedias. Thus, the best sources of data among such reference works are *Encyclopaedia Britannica* and *Encyclopedia Americana* [both 5·1]; the layman may find philosophical articles in the latter somewhat easier to grasp. *Collier's Encyclopedia* [5·1] is a useful source of information on subjects pertaining to Oriental philosophy. *The New Century Cyclopaedia of Names* [5·2] contains many brief entries on schools of philosophy.

A Catholic Dictionary [16·386] defines most philosophical terms from the Roman Catholic point of view.

Catholic Encyclopedia [16·386] contains many detailed articles on schools of philosophy, philosophical concepts, and related topics. Its bibliographies, though now out of date, are most detailed.

Dictionary of Mysticism. Frank Gaynor, ed. New York: Philosophical Library, Inc. 1953. 210 pp.

A collection of brief definitions of terms used in a variety of philosophical writings and teachings as well as in various religions ranging from the common to the most occult. Fields represented include psychical research, spiritualism, alchemy, astrology, Oriental philosophies, magic, and demonology. More than 2200 terms are defined.

The Dictionary of Philosophy. Dagobert D. Runes, ed. New York: Philosophical Library, Inc. 1952. 343 pp.

Simply defined definitions of philosophical terms and expositions of philosophical theories and concepts, covering all periods of thought.

Dictionary of Philosophy and Psychology. James M. Baldwin. New York: The Macmillan Company. 1901–1905. 3 vols.

A very complete coverage of the subject, though now out of date. Emphasis lies on European and American philosophy of the Middle Ages and later, though earlier philosophical thought is not neglected. The style is most readable. According to the subtitle, the

contents include “many of the principal conceptions of ethics, logic, aesthetics, philosophy of religion, mental pathology, anthropology, biology, neurology, physiology, economics, political and social philosophy, philology, physical science and education.” The main entries appear in the first two volumes. Vol. 3 includes glossaries of philosophical terms in English, French, German, and Italian and classified bibliographies of philosophy in all its aspects.

Dictionary of Scholastic Philosophy. Bernard Wuellner. Milwaukee: The Bruce Publishing Company. 1954. 138 pp.

Edited by a Jesuit scholar, this is a collection of definitions of terms used in the study of scholastic philosophy.

The Encyclopaedia of Religion and Ethics [16·379] has long been a standard source of data on the whole range of philosophical concepts and schools of philosophy. Exceptionally good bibliographies.

Encyclopaedia of the Social Sciences [16·411] contains many entries on philosophical schools and concepts, emphasizing modern developments.

The Encyclopedia of Religion [16·379] includes a number of entries pertaining more to philosophy than religion. It is especially useful for some of its articles on Oriental philosophies.

Ideas. Geoffrey Grigson and Charles Harvard Gibbs-Smith. New York: Hawthorn Books, Inc. 1957. 470 pp.

A sequel to *People, Places, and Things*, this volume defines and discusses ideas in a wide range of fields, primarily in philosophy and such related areas as criticism, logic, and education. Numerous illustrations.

Liberal Arts Dictionary [16·27] gives the French, German, and Spanish equivalents of many English philosophical terms, with a cross index from the various foreign-language words.

Treasury of Philosophy. Dagobert D. Runes, ed. New York: Philosophical Library, Inc. 1955. 1280 pp.

Essentially an anthology of significant excerpts from the writings of some 375 famous philosophers of all periods and countries,

including many Oriental philosophers. Each section is prefaced by a biography of the author, a list of his works, and comments on them.

Phonographs. SEE High Fidelity; Recordings.

Photocopying. SEE 12·3.

Photographs. SEE 13·2.

16·330

Photography

SEE ALSO Graphic Arts; Lighting; Technology.

The Amateur Photographer's Handbook. Aaron Sussman. 4th ed. New York: Thomas Y. Crowell Company. 1952. 400 pp.

A how-to-do-it guide to all phases of photography for the relatively inexperienced person, illustrated with some 100 diagrams and 116 photographs in color and black and white.

American Annual of Photography. Boston: American Photographic Publishing Company. 1887- .

A yearly publication featuring prize photographs and articles on new techniques, etc., in the field.

The Complete Book of Lighting. Don D. Nibbelink. Rochester, N.Y.: Eastman Kodak Company. 1954. 256 pp.

A discussion of the nature, function, and correct use of lighting in all phases of photography, including color and motion-picture photography. Numerous illustrations.

Dictionary of Photography. A. L. M. Sowerby, ed. New York: Philosophical Library, Inc. 1956. 700 pp.

An alphabetically arranged collection of definitions and brief descriptions of terms used in all phases of photography. Many illustrations.

Flash: Handbook of High-speed Photography. Harold E. Edgerton and James R. Killian, Jr. 2d ed. Boston: Charles T. Branford Company. 1954. 215 pp.

A guide to "strobe" photography complete with many illustrations and tabular data on the use of strobe lights, sources of supplies, etc.

Universal Jewish Encyclopedia [16·243] contains numerous entries on philosophical subjects and schools, emphasizing those of special Jewish interest.

The Free Lance Photographer's Handbook. Harold B. Deckoff. New York: Falk Publishing Company, Inc. 1956. 260 pp.

A heavily illustrated guide to commercial photography for the skilled amateur and the professional free-lancer, telling how to take sellable pictures and where to sell them. The various types of markets are described as well as the types of pictures desired. More than 1000 specific markets are listed.

General Cartography [16·266] contains in its second edition added chapters on aerial photography and mapping, photographic surveying methods, and photographic map interpretation.

Hammond's Guide to Nature Hobbies [16·300] devotes a section to nature and wildlife photography.

The History of Photography from 1839 to the Present Day. Beaumont Newhall. Rochester, N.Y.: Eastman Kodak Company. 1954. 256 pp.

A brief sketch of the development of photographic techniques emphasizing the many applications of photography to other fields. Many illustrations, an index, and a bibliography.

International Photography Yearbook. Norman Hall and Basil Burton, eds. New York: St. Martin's Press, Inc. 1953- .

A British annual publication, this work features prize examples of contemporary photography from many countries.

Kodak Color Handbook. Rochester, N.Y.: Eastman Kodak Company. 1953. 248 pp.

A guide for the photographer of professional caliber to the taking of all types of color photographs. Emphasis is on picture taking. A loose-leaf arrangement permits replacement of outdated material with new pages, which are prepared on a more or less annual basis.

Kodak Graphic Arts Handbook. Rochester, N.Y.: Eastman Kodak Company. 1954. About 224 pp.

In three sections, this publication in loose-leaf form covers the photographic aspects of the graphic arts: films and plates, color transparencies for reproduction, and darkroom construction. Other material may be added to the publication from time to time.

Kodak Industrial Handbook. Rochester, N.Y.: Eastman Kodak Company. 1952. 216 pp.

Another loose-leaf publication whose pages are periodically revised, this book covers the materials, processes, and techniques of photography as used in science and industry.

Kodak Professional Handbook. Rochester, N.Y.: Eastman Kodak Company. 1954. 272 pp.

A loose-leaf guide to all phases of photography for the professional, especially the studio and general commercial photographer. Various sections cover materials, care and maintenance of equipment, negative making, and camera techniques.

Kodak Reference Handbook. Rochester, N.Y.: Eastman Kodak Company. 1951. 2 vols.

A periodically revised loose-leaf publication containing general basic data on black-and-white photography for the amateur and professional. Vol. 1 covers materials, equip-

ment, and techniques of taking pictures. Vol. 2 deals with various phases of processing films.

New Guide to Better Photography. Berenice Abbott. Rev. ed. New York: Crown Publishers, Inc. 1953. 180 pp.

A complete guide to all phases of photography—equipment, materials, techniques, and processing—for the dedicated amateur. 80 pages of examples of fine photography.

Photographic Abstracts. London: Royal Photographic Society of Great Britain. 1921– .

A quarterly publication containing briefs of articles on all phases of photography from British, U.S., and other periodicals. Each annual volume is indexed.

Photography Annual. New York: Ziff-Davis Publishing Company. 19– .

Examples of the best photography, especially commercial and news photographs, and articles on new technical developments.

Photography Directory and Buying Guide. New York: *Popular Photography*.

An annual publication of about 200 pages, its contents include classified lists of manufacturers of and dealers in all types of photographic equipment, supplies, and services. The majority of products listed are illustrated. A special section also lists markets for the sale of photographs.

Physical Education. SEE Education; Games and Recreations; Sports.

16·331

Physics

SEE ALSO Atomic Energy; Color; Crystallography; Electricity and Electrical Engineering; Electronics; Engineering; Mathematics; Science; Solar Energy.

Of the various general encyclopedias, probably the *American Peoples Encyclopedia* [5·1] gives the most complete and up-to-date coverage of this rapidly changing field.

Engineering Index [8·5] indexes much periodical material in physics.

Glossary of Physics. LeRoy D. Weld. New York: McGraw-Hill Book Company, Inc. 1937. 255 pp.

Definitions of more than 2500 different basic terms in the field.

Handbook of Chemistry and Physics [16·88] contains valuable reference data of all types, much of it in tabular form, on physics, designed especially for students and research workers.

Industrial Arts Index [8·5] indexes material on the field of physics appearing in more than 200 publications, particularly scientific and technical periodicals.

International Dictionary of Physics and Electronics. Princeton, N.J.: D. Van Nostrand Company, Inc. 1956. 1012 pp.

Definitions of the chief terms used in classical and modern physics, including laws, relations, equations, basic principles and concepts, instruments, and laboratory equipment.

Physics Literature. Robert H. Whitford. New Brunswick, N.J.: Scarecrow Press. 1954. 228 pp.

An annotated and classified bibliography of a wide variety of reference and other sources in the field of physics and closely related sciences.

Science Abstracts. London: Institution of Electrical Engineers. 1898-

This normally monthly publication devotes

its Section A to abstracts in the field of physics from British, American, and other publications. Cumulative indexes.

A Source Book in Physics. William F. Magie. New York: McGraw-Hill Book Company, Inc. 1935. 620 pp.

An annotated anthology of writings by famous scientists of all periods in the field of physics arranged so that the reader can follow the development of the science from its beginnings to relatively recent times.

Physiology. SEE Anatomy and Physiology; Medicine.

Pictures. SEE Art and the Arts; Engraving; Painting; Photography; Prints. SEE ALSO Chapter 13 (Sources of Graphic Information); 14-5 and 15-6 for sources of pictures of persons and places, respectively; appropriate subject headings in Chapter 16 for sources of pictures of various things.

16-332

Pigeons

SEE ALSO Birds; Pets.

Book of the Pigeon. Carl A. Naether. New York: David McKay Company, Inc. 1944. 243 pp.

A comprehensive guide to pigeons, their

breeding, care, feeding, and training. Many illustrations and a bibliography.

Pigeons and How to Keep Them. A. H. Osman. Fond du Lac, Wis.: All-Pets Books, Inc. 124 pp.

A series of chapters on various phases of pigeon breeding and care. A few illustrations.

16-333

Plant Life

SEE ALSO Agriculture; Biology; Botany; Bulbs; Cactus; Ferns; Flowers; Fossils; Fungi; Gardening; Grasses; Herbs; Mosses; Mushrooms; Spices; Trees and Shrubs; Vegetables; Weeds.

Each of the general encyclopedias carries numerous articles on various plants. Of these, however, probably *Collier's Encyclopedia* [5-1] contains the largest number and is thus the most likely source of information on exotic plants. Its illustrations of plants are also especially notable.

American Plant Names. Willard N. Clute. Indianapolis, Ind.: Willard N. Clute & Co. 1940. 284 pp.

A catalogue of North American plants, with identifications and brief descriptions.

Common Names of Plants and Their Meanings. Willard N. Clute. Indianapolis, Ind.: Willard N. Clute & Co. 1942. 164 pp.

Listings of regional and national popular names of plants, primarily American varieties, with their proper scientific names.

An Encyclopedia of Annual and Biennial Garden Plants. Charles O. Booth. New York: The Macmillan Company. 1957. 488 pp.

"A guide for the amateur, professional and commercial grower to the more common and rarer species of ornamental plants grown in gardens as annuals and biennials, with notes on their cultivation both in the open and under glass, together with preliminary chapters describing their general characteristics, the recognition and control of pests and diseases to which they are known to be subject. . . ." Many illustrations, including some in color.

Encyclopedia of Fruits, Berries and Nuts and How to Grow Them [16-183], though devoted primarily to fruits, also covers such related plants as nuts. Entries are alphabeti-

cally arranged, and there are complete gardening data.

Encyclopedia of Trees, Shrubs, Vines, and Lawns for the Home Garden. Albert E. Wilkinson. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1946. 486 pp.

Alphabetically arranged entries on virtually every plant, except flowers and vegetables, grown in home gardens, with descriptions and detailed data on planting and care. Glossary of gardening terms.

Flora of the British Isles. A. R. Clapham, T. G. Tutin, and E. F. Warburg. London: Cambridge University Press. 1952. 1591 pp.

A simply written descriptive guide to the plants of the British Isles.

Glossary of the British Flora. H. Gilbert-Carter. 2d ed., rev. and enl. New York: Cambridge University Press. 1956. 87 pp.

A listing and identification of the plants native to the British Isles.

Ground Cover Plants. Donald Wyman. New York: The Macmillan Company. 1956. 175 pp.

The plants that can be used in gardens and yards as "cover" plants where the growing of grass is impractical are listed in tables and classified and are also discussed more fully in chapters, with full instructions on their planting and cultivation.

Hortus Second. Liberty Hyde Bailey and Ethel Zoe Bailey. New ed. New York: The Macmillan Company. 1941. 778 pp.

A standard work whose authority is highly regarded, "a concise dictionary of gardening, general horticulture, and cultivated plants in North America." Virtually every variety of plant cultivated in the U.S. is included, with all the various names used for each, a description, and gardening and propagating information. Also definitions of gardening terms and lists of families of plants.

Illustrated Flora of the Pacific States. Leroy Abrams. Stanford, Calif.: Stanford University Press. 1923-. 4 vols.

Limited in coverage to the plants of California, Washington, and Oregon, the arrangement of the work is by families with an index to genera and families. A taxonomic text and distributional data. Nearly 2000 line drawings

in each volume. Each entry describes the family, and similar data are given for each genus in the family. Both scientific and common names are given. Vol. 1 appeared in 1923, Vol. 2 in 1944, and Vol. 3 in 1951.

Illustrated Polyglottic Dictionary of Plant Names. A. K. Bedevian. London: Luzac & Co., Ltd. 1936. 1099 pp.

The names of all types of plants, including industrial, medicinal, poisonous, and ornamental plants and common weeds, are given in English, Latin, Arabic, Armenian, French, German, Italian, and Turkish. More than 1700 illustrations.

Manual of Cultivated Plants. Liberty Hyde Bailey. Rev. ed. New York: The Macmillan Company. 1949. 1116 pp.

An illustrated guide to the identification of all plants grown indoors or outdoors in the U.S. and Canada. Arrangement is by scientific names, with common names given in the index. Glossary and list of families.

A Manual of the Higher Plants of Oregon. Morton E. Peck. Portland, Ore.: Binfords & Mort Publishers. 1941. 868 pp.

An illustrated guide to the cultivated and wild plants of Oregon.

Modern Farmers' Cyclopedia of Agriculture [16-7] describes most plants grown for all purposes on American farms, including vegetables and forage crops.

The New Britton and Brown Illustrated Flora of the Northeastern United States and Adjacent Canada. Henry A. Gleason. New York: New York Botanical Garden. 1952. 3 vols.

A complete revision of a standard work whose previous most recent edition appeared in 1913. A comprehensive guide to the wild plants found growing in the area bounded by Newfoundland on the northeast down to the southern boundary of Virginia and west to the 102d meridian (western border of Kansas). More than 4500 different species are described, located, and illustrated. Indexes by scientific and common names.

Old and New Plant Lore. Agnes Chase. New York: Series Publishers, Inc. 1949. 399 pp.

Vol. 11 of the "Smithsonian Series," this work describes in general terms the histories and uses of the broad groups of plants around the world. Index, selected bibliographies, and numerous illustrations.

Plant Disease Handbook. Cynthia Westcott. Princeton, N.J.: D. Van Nostrand Company, Inc. 1950. 764 pp.

A comprehensive guide to some 1500 different ailments that affect about 1000 different plants cultivated in the U.S., including vegetables, flowers, trees, vines, shrubs, and grasses, all arranged for quick reference. Practical information for the gardener on combating the different diseases described.

Plant Diseases. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1953. 940 pp.

The 1953 Department of Agriculture Yearbook, this volume covers every aspect of plant diseases, both general and specific diseases and the ailments common to specific plants. A detailed index, a number of bibliographies, and a 32-page section of color plates depicting the more common plant diseases.

Plant Life of the Pacific World. Elmer D. Merrill. New York: The Macmillan Company. 1945. 295 pp.

A guide in layman's language to the plant life of the islands of the Pacific.

Plants of the Bible. Alexander W. Anderson. New York: Philosophical Library, Inc. 1957. 72 pp.

Virtually all plants cited in the Bible are listed, described, and discussed. Many are depicted in the 12 color plates in the book.

Plants of the Bible. Harold Norman and Alma Lance Moldenke. Waltham, Mass.: Chronica Botanica, Inc. 1952. 328 pp.

Descriptions of some 230 different plants mentioned in the Bible, with biblical refer-

ences for each. Entries are arranged alphabetically by scientific name, with the index including common names and biblical references.

Potter's New Cyclopaedia of Botanical Drugs and Preparations [16·143] lists virtually all plants from which drugs or other medical preparations are made, giving their habitats and flowering times.

Standard Cyclopaedia of Horticulture. Liberty Hyde Bailey. New York: The Macmillan Company. 1914-1917. 6 vols. (reissued in 3 vols. in 1947).

Descriptions and full gardening information on virtually every variety of plant cultivated in the U.S., its territories, and Canada. Also data on arboretums, greenhouse gardening, topiaries, landscape gardening, etc. The final volume includes a general index, and bibliographies appear with many of the articles. Biographies of prominent horticulturists.

Standard Plant Names. American Joint Committee on Horticultural Nomenclature. 2d ed. Harrisburg, Pa.: J. Horace McFarland Company. 1942. 675 pp.

An alphabetical, highly detailed listing of both scientific and popular names of "plants and plant products in American commerce or use." Also lists of plants by families and a list of "plant patents" issued through July 1, 1941.

The World of Plant Life. Clarence J. Hylander. 2d ed. New York: The Macmillan Company. 1956. 653 pp.

A comprehensive layman's guide to the plant world arranged by basic families and groups. Numerous illustrations and a detailed index.

16·334 Plastics

SEE ALSO Chemistry and Chemical Engineering; Manufacturing; Recipes and Formulas; Synthetic Substances; Textiles.

Dictionary of Plastics. Paul I. Smith. London: Hutchinson & Co. (Publishers), Ltd. 1946. 168 pp.

A concise glossary of technical terms used in the development and manufacture of plastics. A British publication, its terminology differs in some respects from that used in the U.S.

General Plastics. Raymond Cherry. Bloomington, Ill.: McKnight & McKnight Publishing Company. 1948. 156 pp.

Designed for the use of industrial arts courses in high schools and for hobbyists in general, this work is a how-to-do-it guide to the use of plastics in various handicrafts.

Handbook of Plastics. Herbert R. Simonds, Archie W. Weith, and M. H. Bigelow. 2d ed. Princeton, N.J.: D. Van Nostrand Company, Inc. 1949. 1511 pp.

A guide primarily for engineers to all phases of development and manufacture of plastics of all types. A large body of reference data including charts, tables, diagrams, etc. Properties of all known plastic materials are given together with the preferred methods of proc-

essing, manufacturing, and finishing. Many photographs and detailed index.

Modern Plastics Encyclopedia Issue. New York: Breskin Publications, Inc.

An annual special issue of *Modern Plastics* magazine. Current editions exceed 1000 pages in length and normally appear in the fall. Each edition contains a "primer of plastics," a glossary of special terms used in the field, detailed descriptions of the materials used in plastics methods, plastics engineering and methods, fabricating and finishing, and machinery and equipment used in plastics man-

ufacturing. Tables of reference data and bibliography. A directory section lists sources of all types of materials, supplies, and equipment, as well as manufacturers and suppliers. Index of trade names.

Plastics Engineering Handbook. The Society of the Plastics Industry, Inc. Rev. ed. New York: Reinhold Publishing Corporation. 1954. 852 pp.

Comprehensive reference data on the design, materials, processes, equipment, finishing, assembly, testing, and standards of plastics and plastic products.

Plays. SEE Children's Literature; Drama.

Plots. SEE Drama; Fiction; Literature; Short Stories; Writing.

16·335

Plumbing

SEE ALSO Building and Contracting; Do-It-Yourself; Home Management; Manufacturing; Technology.

Handy Man's Plumbing and Heating Guide. Maurice H. Reid. New York: Fawcett Publications. 1952. 144 pp.

A heavily illustrated how-to-do-it guide to

home-plumbing installation and repairs, with a glossary of terms.

Heating and Ventilating's Engineering Data-book [16·211] contains complete reference data for the engineer on all phases of plumbing installation and repairs related to heating, air conditioning, refrigeration, etc.

16·336

Poetry

SEE ALSO Ballads; Drama; Epic Poetry; Folklore; Literature; Nursery Rhymes; Shakespeare.

Information on poetry is found in most general encyclopedias in their articles on national literatures and on schools and movements of literature. In addition, you will find brief entries on specific classical works of poetry in *Encyclopedia Americana* [5·1] and *New Century Cyclopedia of Names* [5·2].

Sources listed below have been subdivided as sources dealing with poetry in general or with poetry of specific countries, regions, or languages.

a. GENERAL SOURCES

The Dada Painters and Poets [16·315a] contains selections from articles written about the Dadaist movement in literature.

Granger's Index to Poetry [9·3] indexes thousands of poems appearing in 577 different anthologies of poetry published from 1895

through 1950. Separate subject index, combined title and first-line index, and author index. A 1957 supplement indexes 77 new anthologies and 11 new editions of previously indexed anthologies.

Home Book of Modern Verse. Burton E. Stevenson. 2d ed. New York: Henry Holt and Company, Inc. 1953. 1121 pp.

A selection of American and English poetry of the twentieth century, grouped by general subjects and indexed by authors, titles, and first lines.

Home Book of Verse, American and English. Burton E. Stevenson. 9th ed. New York: Henry Holt and Company, Inc. 2 vols.

A collection of familiar American and English poems from all periods, including the modern, indexed by authors, titles, and first lines. An appendix includes some well-known poems from other languages.

Index to Children's Poetry [16·91] indexes in its basic volume more than 15,000 poems for children appearing in about 130 anthologies.

The index includes authors, titles, subjects, and first lines. A 1954 supplement covers additional anthologies published between 1939 and 1949.

New Rhyming Dictionary and Poets' Handbook [7·2] devotes its first section to a discussion of the forms of English and French verse, meters, types of poems, etc.

Oxford Book of Christian Verse. Lord David Cecil, ed. Oxford: Clarendon Press. 1940. 594 pp.

An anthology of verse with religious themes written from the thirteenth to the twentieth centuries.

Poetical Quotations from Chaucer to Tennyson [16·359] contains thousands of long-remembered excerpts from older poems.

Subject Index to Poetry. Herbert Bruncken. Chicago: American Library Association. 1940. 220 pp.

Indexes by subject poems appearing in 215 different anthologies of literature. Designed for adult use.

A Treasury of Great Poems, English and American. Louis Untermeyer. New York: Simon and Schuster, Inc. 1942. 1288 pp.

About 1000 poems from the earliest times to the present are presented with comments on their authors or the circumstances in which the poem was written. Author-title and first-line indexes.

Wood's Unabridged Rhyming Dictionary [7·2] includes in its foreword a discussion of how to write poetry and the fundamentals of poetic form. A final 80-page section is devoted to the basic techniques of versification for the would-be poet.

b. AMERICAN POETRY

American Anthology, 1787-1900. Edmund Stedman. Boston: Houghton Mifflin Company. 1900. 878 pp.

Selections representative of American literature of the period covered, primarily poetry, with biographies of the authors.

The Modern American Muse. Wynot R. Irish. Syracuse, N.Y.: Syracuse University Press. 1950. 259 pp.

"A complete bibliography of American verse, 1900-1925," listing 6906 books of verse published in the U.S. during the period covered. Many items were privately printed and

distributed and thus do not appear in other more standard catalogues of published works. Arranged by years and alphabetically by author. No indexes.

Modern American Poetry: A Critical Anthology. Louis Untermeyer. 7th rev. ed. New York: Harcourt, Brace and Company, Inc. 1950. 736 pp.

A selection of 738 poems by 64 different poets from Walt Whitman to the present, accompanied by biographical and critical notes.

Oxford Book of American Verse. F. O. Matthiessen, ed. Rev. ed. New York: Oxford University Press. 1950. 1188 pp.

A selection of representative American poetry of all periods with author and first-line indexes.

Poems of American History. Burton E. Stevenson. Boston: Houghton Mifflin Company. 1922. 720 pp.

An anthology of poems with patriotic subjects or dealing with specific incidents in American history.

c. ENGLISH POETRY

An Index of Names in Pearl, Purity, Patience, and Gawain. Coolidge Otis Chapman. Ithaca, N.Y.: Cornell University Press. 1951. 66 pp.

An index of proper names appearing in four Middle English poems. Entries include a concordance, a discussion of meaning and significance with much biblical commentary, and other general comments. The information bears a high ratio of relationship with other Middle English poetry.

Modern British Poetry. Louis Untermeyer. 6th ed., rev. New York: Harcourt, Brace and Company, Inc. 1950. 520 pp.

An anthology of 745 poems by 68 poets from Thomas Hardy to the present, with biographical and critical notes.

Oxford Book of English Verse. Sir Arthur Quiller-Couch, ed. New ed. Oxford: Clarendon Press. 1939. 1200 pp.

An anthology of nearly 1000 poems written between 1250 and 1918. Author and first-line indexes. This work is supplemented by the following additional Oxford poetry anthologies:

Oxford Book of Eighteenth Century Verse.
D. M. Smith, ed. 1926. 739 pp.

Oxford Book of English Mystical Verse.
D. H. S. Nicholson and A. H. E. Lee, eds.
1917. 660 pp.

**Oxford Book of English Verse of the Roman-
tic Period, 1798–1837.** Sir Humphrey Sum-
ner, ed. 1935. 896 pp.

Oxford Book of Light Verse. W. H. Auden,
ed. 1938. 578 pp.

Oxford Book of Modern Verse, 1892–1935.
W. B. Yeats, ed. 1936. 500 pp.

Oxford Book of Seventeenth Century Verse.
H. J. C. Grierson and G. Bullough, eds.
1934. 989 pp.

Oxford Book of Sixteenth Century Verse.
E. K. Chambers, ed. 1932. 920 pp.

Oxford Book of Victorian Verse. Sir Arthur
Quiller-Couch, ed. 1913. 1040 pp.

d. FRENCH POETRY

**Oxford Book of French Verse, 13th–20th
Century.** St. John Lucas, ed. 2d ed. Oxford:
Clarendon Press. 1957. 684 pp.

An anthology with some biographical and
critical notes. Author and first-line indexes.

e. GERMAN POETRY

**Oxford Book of German Verse, 12th–20th
Century.** H. G. Fiedler, ed. 2d ed. Oxford:
Clarendon Press. 1927. 660 pp.

An anthology with author and first-line
indexes. Text is in German.

f. GREEK POETRY

Oxford Book of Greek Verse in Translation.
T. F. Higham and C. M. Bowra, eds. Ox-
ford: Clarendon Press. 1938. 894 pp.

A translation of the selections appearing in
the *Oxford Book of Greek Verse*. Author and
first-line indexes.

16·337

Poisons

SEE ALSO Drugs; Medicine; Mushrooms.

**Bamford's Poisons: Their Isolation and Iden-
tification.** C. P. Stewart. 3d ed. Baltimore:
The Williams & Wilkins Company. 1951.
316 pp.

Designed primarily for chemists and doc-

g. ITALIAN POETRY

Oxford Book of Italian Verse. St. John Lucas,
ed. 2d ed. Oxford: Clarendon Press. 1953.
616 pp.

Text of selections is in Italian.

h. LATIN POETRY

Oxford Book in Latin Verse. H. W. Garrod,
ed. Oxford: Clarendon Press. 1912. 576 pp.

Selections range "from the earliest frag-
ments to the end of the 5th century A.D." Text
of selections is in Latin.

Oxford Book of Medieval Latin Verse. Ste-
phen Gaselee, ed. Oxford: Clarendon Press.
1937. 265 pp.

Text of selections is in Latin.

i. PORTUGUESE POETRY

**Oxford Book of Portuguese Verse, 12th–20th
Century.** A. F. G. Bell, ed. Oxford: Clar-
endon Press. 1925. 352 pp.

Text of selections is in Portuguese.

j. RUSSIAN POETRY

Oxford Book of Russian Verse. Maurice
Baring, ed. 2d ed. New York: Oxford Uni-
versity Press. 1948. 355 pp.

Text of selections is in Russian.

k. SCANDINAVIAN POETRY

**Oxford Book of Scandinavian Verse, 17th–
20th Century.** Edmund Gosse and W. A.
Craigie, eds. Oxford: Clarendon Press.
1925. 440 pp.

Text of selections is in Danish, Norwegian,
Swedish, and Icelandic.

l. SPANISH POETRY

**Oxford Book of Spanish Verse, 13th–20th
Century.** James Fitzmaurice-Kelly, ed. 2d
ed. New York: Oxford University Press.
1940. 563 pp.

Text of selections is in Spanish.

tors, this handbook treats all types of poisons,
their detection, and antidotes. The new edi-
tion includes a short section on antihistaminic
drugs.

The Book of Poisons. Gustav Schenck. New
York: Rinehart & Company, Inc. 1955. 310
pp.

A translation from the German, this book treats poisons from the layman's point of view, including a great deal of anecdote and lore.

Dictionary of Poisons. Ibert and Eleanor Mellan. New York: Philosophical Library, Inc. 1956. 150 pp.

An alphabetically arranged series of entries on the various kinds of poisons, indicating where they are obtained, what effect they

have, what symptoms of poisoning their use produces, and how such poisoning can be treated.

Toxicology, or the Effects of Poisons. Frank P. Underhill. New York: The Blakiston Division, McGraw-Hill Book Company, Inc. 1936. 325 pp.

A simply written guide to poisons and their effects, with a bibliography.

Police. SEE Civil Service; Investigation; Municipalities and Municipal Government.

16-338 Political Parties

SEE ALSO History; Political Science.

The American Party System. Charles E. Merriam and Harold F. Gosnell. 4th ed.

New York: The Macmillan Company. 1949. 530 pp.

A standard textbook treating the development of political parties in the U.S.

16-339 Political Science

SEE ALSO Constitutions; Documents; Government; History; International Relations; Municipalities and Municipal Government; Parliamentary Law and Procedure; Political Parties; Public Administration; Social Science; Treaties.

A Book about American Politics. George Stimpson. New York: Harper & Brothers. 1952. 554 pp.

A collection of miscellaneous information on American political history, indexed for reference.

The British Commonwealth, Europa, The Middle East [all 15-3], and **Orbis** [15-2] treat the governments of the various countries as they are covered in the different volumes.

Dictionary of American Government. Marjorie Tallman. Rev. ed. Ames, Iowa: Littlefield, Adams & Company. 1957. 325 pp.

Definitions of the terms commonly used in the study of the American Federal, state, and local governments.

A Dictionary of Politics. Florence Elliott and Michael Summerskill. Baltimore: Penguin Books, Inc. 1957. 328 pp.

Entries in alphabetical order on such subjects in modern political sciences as the political structures of various countries, modern political institutions and parties, and biographies of modern statesmen and politicians.

Encyclopaedia of the Social Sciences [16-411] contains numerous entries on subjects dealing with both theoretical and practical aspects of political science. Useful bibliographies. Criticisms have been made of an alleged left-wing emphasis given to some entries in this field.

Encyclopedia of American Politics. Edwin Valentine Mitchell. New York: Doubleday & Company, Inc. 1946. 338 pp.

A series of about 1000 entries treats a variety of subjects pertaining to American political life and political history. Entries on political parties past and present, the U.S. Presidents, the governments of the states, political slogans and movements, and basic features of the American government.

An Encyclopedia of Modern World Politics. Walter Theimer. New York: Rinehart & Company, Inc. 1950. 696 pp.

Originally a Swiss book written in German, published in Britain in an English translation, republished in the U.S. with U.S. material added, this work consists of alphabetically arranged entries on modern political terms, movements, parties, and personages. The text is unusually concise and objective. An especially valuable source of data on rather obscure political parties in Europe and elsewhere outside the U.S.

A Grammar of American Politics. Wilfred E. Binkley. 2d ed. New York: Alfred A. Knopf, Inc. 1952. 1060 pp.

A comprehensive survey of American political history, indexed in detail.

International Bibliography of Political Science. UNESCO. New York: Columbia University Press. 1955. 248 pp.

A listing of recent and current publications in the field in a variety of languages.

Moody's Governments. New York: Moody's Investors Service.

An annual publication kept up to date for subscribers by twice-weekly supplements, this contains basic information and new developments concerning the U.S. government and its agencies; state, county, city, township, town, and village governments; governmental taxing units; and foreign governments. Emphasis is on the type of information desired by persons interested in investments in governmental securities of different types. A variety of statistical tables as well as Moody's ratings of government securities.

16·339A Polo

SEE ALSO Horses; Sports.

Polo. John Board. New York: A. S. Barnes and Company. 1957. 228 pp.

16·340 Popular Music

SEE ALSO Folk Music; Jazz; Music; Theater.

American Popular Music (1875-1950). James J. Fuld. Philadelphia: Musical Americana. 1955.

A selective check list of popular songs over 75 years, with some illustrations.

Billboard Encyclopedia of Music [16·293]

Population. SEE Vital Statistics. For populations of specific places, SEE sources listed in Chapter 15.

16·341 Porcelain and Pottery

SEE ALSO Ceramics; Handicrafts.

The Book of Pottery and Porcelain. Warren E. Cox. New York: Crown Publishers, Inc. 1944. 1 or 2 vols.: 1158 pp.

New Dictionary of American Politics. Edward C. Smith and Arthur J. Zurcher. New York: Barnes & Noble, Inc. 1949. 437 pp.

A collection of brief entries, alphabetically arranged, on a variety of subjects related to U.S. political history.

Statesman's Year-Book [15·2] covers in concise terms the current status and the previous development of the governments of each country and dependency in the world.

White's Political Dictionary. Wilber W. White. Cleveland: The World Publishing Company. 1947. 378 pp.

Brief entries, popularly written, arranged alphabetically, covering subjects related to the political history of all the world, including political parties, movements, and historical events. The constitutions of the UN and the League of Nations appear in the appendix.

World Commerce and Governments [16·443] studies the governments, both national and international, of the world in relation to the development of international trade. Numerous statistical tables and charts of much value.

A book for the beginning player describing the principles of the game. Separate sections deal with horsemanship and the care of polo ponies. The official rules of the game appear in an appendix.

gives a thorough review of the popular music of the year covered in each annual edition.

Variety Music Cavalcade, 1620-1950. Julius Mattfeld. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1952. 637 pp.

"A chronology of vocal and instrumental music popular in the United States," with a brief summary of events in each year that the listed songs appeared. The music is indexed.

Ceramic Abstracts [16·84] carries digests of articles dealing with the techniques of manufacture of pottery and porcelain.

The Collector's Encyclopedia of English Ceramics. G. Bernard and Therle Hughes. New York: The Macmillan Company. 1957. 172 pp.

A reference guide for the beginning collector of English porcelains and earthenwares, with some illustrations, glossary of ceramic terms, and bibliography.

Collector's Handbook of Marks and Monograms on Pottery and Porcelain of the Renaissance and Modern Periods. William Chaffers. New rev. ed. Los Angeles: Borden Publishing Co. 1947. 367 pp.

An illustrated guide to the identification of somewhat less than 5000 potters' marks, with material selected from the author's larger work *Marks and Monograms on European and Oriental Pottery and Porcelain* (see below).

Dictionary of Marks: Pottery and Porcelain. Ralph M. and Terry H. Kovel. New York: Crown Publishers, Inc. 1953. 278 pp.

An alphabetical listing with descriptive cross-reference index of the most important

marks of U.S., English, and Continental European pottery and porcelain.

English Porcelain and Bone China. G. Bernard and Therle Hughes. New York: The Macmillan Company. 1955. 256 pp.

A pictorial history of English porcelain manufacture during the century beginning in 1744, written in chapter form, each chapter devoted to different makers. 47 pages of illustrations.

Handbook of Pottery and Porcelain Marks. J. P. Cushion and William Bowyer Honey. New York: Pitman Publishing Corporation. 1957. 476 pp.

Illustrations and identifications of factory marks appearing on pottery and porcelain of all periods and countries, arranged by country and city. Numerous marks of the nineteenth and twentieth centuries not found in previous works are included.

Marks and Monograms on European and Oriental Pottery and Porcelain. William Chaffers. Los Angeles: Borden Publishing Co. 1932. 1905 pp.

A detailed indexing of more than 5000 potters' marks from all parts of the world, illustrated, with "historical notices of each manufactory."

16·342

Ports and Harbors

SEE ALSO Geography; Navigation and Seamanship; Ships and Shipping; Transportation.

Ports of the World. Sir Archibald Hurd, ed. London: Shipping World Ltd. 1947- .

An annual publication of roughly 1500 pages giving the details of port facilities and charges in nearly every port in the world used by commerce. The 1955 edition carried a series of maps of different ports.

Reed's Tables of Distances [16·191] gives the mileages between some 31,000 ports and places in the world. A complete index.

Survey of U.S. Ports. George Fox Mott. New York: Arco Publishing Co., Inc. 1951. 233 pp.

Details of the facilities available at each important U.S. port. Maps and charts of 30 major ports.

World Port Index. U.S. Hydrographic Office. Washington, D.C.: Government Printing Office. 1953. 230 pp.

A guide to 6312 ports of the world in tabular form. Information given includes location, reference to proper sailing directions and charts, navigational instructions, and information on facilities and supplies available at each port. The arrangement of listings follows standard sailing routes. Alphabetical index. In the front of the book appear maps of standard sailing routes and of some major harbors.

Postage Stamps. SEE Stamp Collecting.

16·343

Postal Service

SEE ALSO Government—United States; Stamp Collecting.

Postal information appears in the *World Almanac* and *Information Please Almanac* [both 6·2].

Canada Official Postal Guide. Ottawa: Queen's Printer.

An annually revised publication giving postal regulations, rates, and other information for Canada.

Coffin's Interest Tables [16·232] includes information on postal rates and services.

Directory of Post Offices. U.S. Post Office Department. Washington, D.C.: Government Printing Office. 1955—

From 1875 through 1954, the Post Office Department published the *U.S. Official Postal Guide* each year. In 1954 and 1955, this publication was divided into two publications, the *Directory of Post Offices* and the *Postal Manual*. The directory is a loose-leaf manual in which corrected and new pages can be inserted as required. It lists U.S. post offices by states with the counties in which they are

located. It also lists in a separate section post offices that have been discontinued or whose names have been changed.

List of Post Offices in Canada. Ottawa: Queen's Printer.

An annually revised list of Canadian post offices, arranged alphabetically and by provinces and electoral districts. Also a list of electoral districts in the country.

The Office Encyclopedia [16·397] carries brief postal information for offices.

Postal Manual. U.S. Post Office Department. Washington, D.C.: Government Printing Office. 1954—

That part of the former *U.S. Official Postal Guide* devoted to information on postal services. Part 1 covers domestic services; Part 2 is devoted to international mail. Index.

Printing and Promotion Handbook [16·365] contains postal information on direct-mail selling.

Standard Handbook for Secretaries [16·397] contains a detailed section devoted to postal information for office purposes.

16·344

Posters

SEE ALSO Advertising; Graphic Arts; Prints.

International Poster Annual. New York: Hastings House. 1950—

A Swiss publication including about 500 of the best contemporary posters from some 25

different countries, with a number reproduced in full color. Also special articles in each year's editions regarding new techniques in poster art. Each edition is indexed. Text is in English, French, and German.

Pottery. SEE Porcelain and Pottery.

16·345

Poultry

SEE ALSO Agriculture; Birds; Ducks and Geese; Pets; Pheasants; Veterinary Medicine.

Fowls and How to Keep Them. Rosslyn Mannering. Fond du Lac, Wis.: All-Pets Books, Inc. 117 pp.

A handbook covering the housing, management, hatching, breeding, and showing of different varieties of poultry. Several illustrations.

A Handbook of Poultry Practice. Keith Wilson. Fond du Lac, Wis.: All-Pets Books, Inc. 152 pp.

Designed for the professional poultry farmer, this work devotes different chapters to various phases of breeding, housing, management, and marketing of poultry. 60 illustrations.

Power. SEE Atomic Energy; Coal; Electricity and Electrical Engineering; Engineering; Fuels; Petroleum and Natural Gas; Public Utilities; Solar Energy.

16·346 Prayers

SEE ALSO Religion.

The Book of Prayers. Leon and Elfrieda McCauley. New York: Crown Publishers, Inc. (paperbound edition, Dell Publishing Co., Inc., New York). 1954. 184 pp.

A collection of about 1000 prayers, non-denominational but selected by a group of Protestant clergymen, organized in three groups—prayers for adults, young people, and children—and further classified by special occasions. Subject index.

16·347 Presbyterian Church

SEE ALSO Protestantism; Religion.

They Seek a Country. Gaius Jackson Slosser, ed. New York: The Macmillan Company. 1955. 330 pp.

A guide to the history of the Presbyterian church in the U.S. with separate chapters written by 15 noted authors. Appendix of reference data of various sorts, a "Who's Who" of Presbyterianism, bibliography, and index.

16·348 Printing and Typography

SEE ALSO Alphabet; Engraving; Graphic Arts; Proofreading; Publishing; Technology.

The Bookman's Glossary [16·365] includes in its definitions many terms specifically related to printing.

Chronology of Books and Printing. Helen Gentry and David Greenhood. Rev. ed. New York: The Macmillan Company. 1936. 186 pp.

A chronology of the history of printing and bookmaking from 300 B.C. to modern times. Bibliography and detailed index.

Encyclopedia of Type Faces. W. Turner Berry and A. F. Johnson. London: Sir Isaac Pitman & Sons, Ltd. 1953. 335 pp.

Examples of about 750 of the prominent type styles used in the Western world, organized by basic styles and further subdivided by substyles. With each listing is the name of the designer and the date of design. Specific peculiarities of each style are described. Indexed. Directory of European and American type foundries.

General Printing. Glen U. Cleeton and Charles W. Pitkin. Bloomington, Ill.: McKnight & McKnight Publishing Company. 1941. 195 pp.

Essentially a textbook for industrial high schools, this book gives a clear how-to-do-it picture of the essentials of printing operations, with numerous diagrams and pictures.

Index to Graphic Arts Periodical Literature [8·5] constitutes a guide to articles on print-

ing appearing in periodicals during the years 1933-1943.

The Literary Market Place [16·365] contains various directories of printers and other suppliers of services pertaining to book manufacture.

Printing and Promotion Handbook [16·365] contains numerous entries pertaining to the printing of books and the preparation of books for printing.

Printing Magazine Yearbook. New York: Walden, Sons & Mott, Inc. 1940-

An annual publication containing special articles on new developments in printing as well as regular features. The latter include a section on new type faces, a new equipment summary, lists of free production and sales aids offered by manufacturers, lists of trade movies, a bibliography of new books in the graphic arts, and a list of brand names of printing equipment and supplies. Another section is devoted to a directory of graphic arts organizations. Also a buyers' guide to printing equipment, supplies, and services.

The Shaping of Our Alphabet [16·14] is a history of the development of the alphabet in type, well illustrated with photographs and lithographs. An appendix describes how type is made.

Words into Type [4·4] devotes a section to a description of the mechanics of printing and the problems of typography. Also a glossary of printing terms.

16·349

Prints

SEE ALSO Art and the Arts; Engraving; Graphic Arts; Painting; Posters.

Book of Fine Prints. Carl Zigrosser. Rev. ed. New York: Crown Publishers, Inc. 1948. 499 pp.

A useful guide to reproductions of fine paintings and to the locations of their originals. 555 famous prints, including Japanese and Chinese, dating from the beginning of print making to modern times; a list of Chinese dynasties; a chronology of Japanese print making; and a bibliography.

Currier and Ives: An Illustrated Check List. Frederic A. Conningham. New York: Crown Publishers, Inc. 1949. 300 pp.

A list of all known Currier and Ives prints with data on date of publication, sizes, and current prices. Reproductions illustrate many listings.

Fine Prints of the Year. New York: Minton, Balch & Co. 1924-1938. 16 vols.

"An annual review of contemporary etching, engraving and lithography," with numerous illustrations, prepared in London. Directory of engravers and etchers in each annual edition.

Guide to Color Prints. Milton Brooks and Henry J. Dubester. New Brunswick, N.J.: Scarecrow Press. 1953. 269 pp.

A listing of more than 4200 individual prints, arranged alphabetically by artist, plus a list of portfolios and sets. The size, publisher, and price of each listing are given. Title and artist indexes.

Modern Prints & Drawings. Paul J. Sachs. New York: Alfred A. Knopf, Inc. 1954. 261 pp.

"A guide to a better understanding of modern draughtsmanship," this book contains more than 250 fine black-and-white reproductions of prints, etchings, lithographs, and a few oils by famous modern artists. Captions with each reproduction give sizes, dates, and present locations of the pictures. Also an explanatory text. The final chapter describes the various technical processes used in prints, lithographs, etchings, engravings, etc. The appendix includes a bibliography of modern art, drawings, and print making, as well as brief biographical notes on the 122 artists whose work is illustrated in the book.

Print Prices Current. London: F. L. Wilder, Ltd. 1919-1940. 21 vols.

An annual "record of all engravings, etchings and Baster prints sold by auction in Great Britain and America, each item annotated with the date of sale, prices realized and the quality and condition of the prints." Alphabetical listings.

Prisons. SEE Criminology; Government—States; Government—United States.

Private Schools. SEE Business Education; Colleges and Universities; Schools; Secondary Schools.

16·350

Prizes and Awards

SEE ALSO Medals and Decorations; Scholarships and Fellowships. SEE ALSO 14·4 (Nobel Prize Winners; Prize and Award Winners and Donors).

Lists of Nobel prize winners appear in nearly every general encyclopedia; similar lists as well as winners of other prizes and awards are given in the *World Almanac* and the *Information Please Almanac* [6·2]. Several of the encyclopedia yearbooks carry lists of prize and award winners of the year covered; probably the most com-

plete list of this kind appears in the *American Peoples Encyclopedia Yearbook* [6·1]. *Facts on File* [6·2] lists winners of many prizes and awards, announcements being findable in its index. *Publisher's Weekly* carries a complete list of winners of literary prizes and awards of each year, both foreign and U.S., in an early issue of the year following the awards.

American Library Annual [16·256] lists prizes and awards connected with books and book publishing.

Blue Book of Awards. Herbert Brooks, ed. Chicago: The A. N. Marquis Company. 1956. 186 pp.

"A compilation of major prizes, medals, honors and distinctions, including significant graduate scholarships and fellowships, open to citizens of the United States and Canada." More than 2500 different awards are listed alphabetically by their names, with their donors, dates of establishment, and particulars. Names of some notable winners, but usually not all of them, are frequently included. Indexes by donors and by classified fields.

Guide des prix littéraires. Paris: Cercle de la Librairie. 1952. 343 pp.

A guide to French and certain other European literature prizes, giving the donor, history, regulations, juries, and winners. Indexed items include prizes, jury members, prize winners, and subject fields.

Handbook of Scientific and Technical Awards in the U.S. and Canada 1900-1952. Margaret A. Firth, ed. New York: Special Libraries Association. 1956. 491 pp.

A list of virtually all prizes and awards for accomplishments in all fields of science and

technology given between 1900 and 1952 with the names of recipients.

The Literary Market Place [16·365] contains a directory of annual U.S. literary prizes and awards, literary prize contests, and literary fellowships and grants, giving basic information about each.

Literary Prizes and Their Winners. Bessie Graham. 3d ed., rev. and enl. New York: R. R. Bowker Company. 1946. 119 pp.

A listing of U.S., Latin-American, and principal European literary prizes, with basic information about each and the names of past winners. Also lists of literary prize contests and fellowships.

The National Catholic Almanac [16·386] lists winners of prizes and awards, especially of Roman Catholic awards.

Nobel Prizes and Their Founder, Alfred Nobel. Fritz Henriksson. New York: Bonniers, Inc. 1939. 59 pp.

Brief data about the Nobel prizes, a biography of Nobel, and a listing of prize winners to the date of publication of the book.

Professions. SEE *Vocations and Vocational Guidance.*

16·351

Programs

SEE ALSO *Organizational Management; Parliamentary Law and Procedures; Public Speaking.*

The Program Encyclopedia. Clement A. Duran. New York: Association Press. 1955. 630 pp.

A guide to program planning for all types of organizations and groups: ideas on hobbies, crafts, sports, recreations, serious subjects, parties, and money raising; lists of guides to program methods and of sources of speakers, motion pictures, and free and inexpensive program materials.

Pronunciation. SEE 7·2 (*Pronouncing Dictionaries*).

16·352

Proofreading

SEE ALSO *Grammar; Publishing; Writing.*
SEE ALSO 4·4.

The Author-Publisher-Printer Complex [SEE 16·365] devotes a section to the mechanics of proofreading.

The Bookman's Glossary [16·365] contains a chart of proofreader's marks.

568

A Manual of Style [4·4] of the University of Chicago discusses the mechanics of proofreading and includes a table of proofreader's marks.

Style Manual [4·4] of the Government Printing Office contains proofreading instructions.

Words into Type [4·4] discusses how to proofread typeset copy.

16·353

Protestant Episcopal Church

SEE ALSO Protestantism; Religion.

The Episcopal Church Annual. New York: Morehouse-Gorham Co., Inc. 1953—

Published since 1882 as the *Living Church Annual*, the 1953 title change did not signify

much change in the contents of the publication. Each edition consists primarily of a directory of the congregations and institutions of the Protestant Episcopal Church, with varying articles reporting the activities and programs of the church.

16·354

Protestantism

SEE ALSO Christianity; Religion.

Layman's Guide to Protestant Theology. William Hordern. New York: The Macmillan Company. 1955. 222 pp.

A simply written handbook outlining the fundamentals of basic Protestant religious beliefs.

A Protestant Dictionary. Vergilius Ferm. New York: Philosophical Library, Inc. 1951. 283 pp.

Alphabetically arranged, rather brief entries on subjects dealing with doctrines, sects, leaders, movements, and ritual forms of the chief branches of the Protestant churches.

Protestant Dictionary. Charles Henry Hamilton Wright and Charles Neil. London: Harrison Trust, Ltd. 1933. 805 pp.

Alphabetically arranged articles, most of which are signed by authorities, "on the history, doctrines and practices of the Christian church." Most of the emphasis is on Anglican Protestantism.

Who's Who in the Free Churches [14·4], besides biographical information on the leaders of the 22 nonconformist churches in Great Britain, also contains data on their organizations, institutions, seminaries, and other activities.

16·355

Proverbs

SEE ALSO Quotations.

The exact phrasing and frequently etymological data on proverbial expressions can often be found in the larger unabridged dictionaries given under a key word of the phrases. One of the best of such sources, especially for etymological data, is the *Oxford English Dictionary* [7·1].

Dictionary of American Proverbs. David Kin. New York: Philosophical Library, Inc. 1955. 290 pp.

Though labeled "American," many of the proverbs included in this collection are many centuries older than Columbus. The compiler states that he has included such sayings because they are or have been used frequently in American speech. The several thousand proverbs are grouped under key words that appear in the proverbs and are usually the general subject of them. The key words are in turn arranged alphabetically. Only the proverb is given; there are no data on origin or other information.

Oxford Dictionary of English Proverbs. William G. Smith. 2d ed. rev. Oxford: Clarendon Press. 1948. 772 pp.

An alphabetically arranged collection of more than 10,000 proverbs currently or formerly commonly heard in England. The proverbs are arranged alphabetically by key word, frequently the first word. With each listing, the date of first known usage, sources, and variant wordings, if any, are given.

Racial Proverbs. Selwyn Gurney Champion. 2d ed. New York: Barnes & Noble, Inc. 1950. 767 pp.

"A selection of the world's proverbs arranged linguistically with authoritative introductions to the proverbs of 27 countries and races." Four indexes—linguistic and geographical, subject, race, and alternative chief words—and a map.

700 Chinese Proverbs. Henry H. Hart. Stanford, Calif.: Stanford University Press. 1955.

Translations of 700 Chinese proverbs selected as best exemplifying Chinese charac-

ter and philosophy. Arranged by general subject classifications.

A World Treasury of Proverbs. Henry Davidoff. New York: Random House, Inc. 1946. 526 pp.

16·356 Pseudonyms

SEE ALSO Names.

Chambers's Biographical Dictionary [14·2] includes as an appendix an index of well-known pseudonyms and nicknames.

16·357 Psychiatry

SEE ALSO Hospitals; Medicine; Psychology.

A Dictionary of Psychology [16·359] defines and explains technical terms used in all phases of the "mental sciences," including psychiatry. All terms are defined from the point of view of British usage.

Encyclopedia of Aberrations. Edward Podolsky, ed. New York: Philosophical Library, Inc. 1953. 550 pp.

A fascinating collection of definitions and explanations of terms related to or describing every variety of mental quirk, useful for the physician but simply enough written for the layman.

A Guide to Psychiatric Books. Karl A. Menninger. 2d ed., rev. and enl. New York: Grune & Stratton, Inc. 1955. 157 pp.

A guide to psychiatric literature with comments by one of America's leading psychiatrists. Suggested reading lists.

Mental Disorders: Diagnostic and Statistical Manual. Washington, D.C.: American Psychiatric Association. 1952. 130 pp.

For laymen, this work is primarily useful for its definitions of standard psychiatric terms. For physicians, social workers, etc., the handbook gives the standard nomenclature of mental illnesses, with methods for statistical reporting, as well as statistical classification of mental disorders. Directory of state hospital systems having statistical offices.

The Mentally Ill in America. Albert Deutsch. 2d ed. New York: Columbia University Press. 1949. 555 pp.

A collection of some 15,000 proverbial expressions from 25 different languages. Arrangement follows a general subject classification. Indexes by specific subjects and by sources.

Dictionary of Anonymous and Pseudonymous English Literature [9·3] identifies, where known, virtually every pseudonym used in English and American literature, giving the publications with which each was used as well as the real name of the author.

A comprehensive survey of the care and treatment of the mentally ill in the U.S., emphasizing the state mental hospitals.

The Merck Manual of Diagnosis and Therapy [16·275] includes a discussion of mental and nervous ailments of many kinds.

Modern Clinical Psychiatry. Arthur Percy Noyes. 4th ed. Philadelphia: W. B. Saunders Company. 1953. 608 pp.

The standard textbook in psychiatry for medical students, practicing physicians, and students of abnormal psychology, simply enough written for use by the layman. The general aspects of mental illnesses and psychiatric treatment are discussed, followed by detailed analyses of specific ailments. A final section is devoted to therapy. Bibliographies and an index.

The New Dictionary of Psychology [16·359] defines terms used in psychiatry and psychoanalysis as well as those more specifically limited to psychology.

A Practical Handbook of Psychiatry. Louis Minski. 3d ed. Springfield, Ill.: Charles C Thomas, Publisher. 1956. 152 pp.

An outline of basic data on the various types of mental illness, their symptoms and treatment, designed especially for medical students and nurses and written in relatively simple language. Useful bibliography.

"Practical Medicine Year Book" series [16·275] has since 1901 included a *Year Book of Neurology, Psychiatry and Neurosurgery*, describing new developments in the diagnosis and treatment of mental and nervous ailments.

Psychiatric Dictionary. Leland Earl Hinsie and Jacob Shatzky. New York: Oxford University Press. 1940. 573 pp.

A pronouncing dictionary, with definitions and "encycopedic treatment" of terms used in current psychiatry, emphasizing British usage.

A Psychiatric Glossary. New York: Mental Health Materials, Inc. 1957. 56 pp.

"A book for laymen on the meaning of words most frequently used in psychiatry; compiled by the Committee on Public Information, American Psychiatric Association."

Psychiatry for the Family Physician. C. Knight Aldrich. New York: The Blakiston

Division, McGraw-Hill Book Company, Inc. 1955. 300 pp.

Designed essentially for the use of doctors in basic training in psychiatry, this book has value for the fairly well informed layman, being written in simple language with a minimum use of technical terms. It treats the various aspects of emotional and mental difficulties, primarily as seen by the doctor in his practice. Well-selected bibliography.

Standards for Psychiatric Hospitals and Clinics [16·223] gives the standards established by the American Psychiatric Association for public and private mental hospitals and psychiatric divisions of general hospitals.

16·358 Psychic Research

SEE ALSO Magic; Religion.

Encyclopaedia of Occultism. Lewis Spence. London: Routledge and Kegan Paul, Ltd. 1920. 451 pp.

"A compendium of information on the occult sciences, occult personalities, psychic science, magic, demonology, spiritism and mysticism."

History of Magic and Experimental Science

[16·262] discusses the development of psychic research in great detail.

Psychical Research Today. D. J. West. New York: The Macmillan Company. 1955. 144 pp.

An indexed outline of the status of research in such fields as telepathy, clairvoyance, extrasensory perception, and spiritualism, objective in tone and simple in language.

16·359 Psychology

SEE ALSO Child Care and Guidance; Personnel Management; Psychiatry; Sex; Social Science.

Of the general encyclopedias, *American Peoples Encyclopedia* [5·1] contains the greatest number of entries on subjects related to psychology.

Annual Review of Psychology. Stanford, Calif.: Annual Reviews. 1955-

A yearly publication containing a variety of articles on new developments in the field.

A Dictionary of Pastoral Psychology. Vergilius Ferm, ed. New York: Philosophical Library, Inc. 1955. 336 pp.

A compilation of terms and subjects pertaining to psychiatry, psychology, psychoanalysis, medicine, child care, learning, etc., defined and explained in relation to their meaning to and use by ministers in counseling those who come to them for assistance.

Dictionary of Philosophy and Psychology [16·329] contains detailed definitions and expositions of terms and subjects pertaining to all aspects of psychology. Glossary of terms in English, French, German, and Italian.

A Dictionary of Psychology. James Drever. Baltimore: Penguin Books, Inc. 1952. 315 pp.

Definitions and explanations, emphasizing British usage, of more than 4500 different terms used in psychology, psychiatry, and psychoanalysis.

Dictionary of Social Welfare [16·413] defines many psychological terms, especially as they relate to social work. Slang terms are included.

Encyclopaedia of Religion and Ethics [16·379] includes a number of entries on major subjects in psychology especially related to morals and ethical conduct.

Encyclopaedia of the Social Sciences [16·411] includes detailed articles on major topics in psychology, each written by an authority and most including bibliographies.

Encyclopedia of Aberrations [16·357] defines and explains terms used in abnormal psychology.

Encyclopedia of Criminology [16·121] defines and explains psychological terms as they pertain to criminality.

Encyclopedia of Psychology. Philip Lawrence Harriman, ed. New York: The Citadel Press. 1946. 897 pp.

A compilation of comprehensive and generally lengthy articles on major subjects of psychology, each written by an authority in the field. The articles are arranged alphabetically by subject and indexed. To each article a bibliography is appended.

Handbook of General Psychology. W. B. Pillsbury and L. A. Pennington. New York: The Dryden Press, Inc. 1944. 400 pp.

A collection of general data on major psychological topics, with a glossary of terms and a bibliography of the subject. Also brief biographies of several hundred prominent psychologists.

Harvard List of Books in Psychology. E. C. Boring, ed. New ed. Cambridge, Mass.: Harvard University Press. 1955. 84 pp.

A useful list of basic source materials in all phases of psychology, emphasizing current and recent publications.

The Language of Dynamic Psychology as Related to Motivation Research. Joseph W. Wulfeck and Edward M. Bennett. New York: McGraw-Hill Book Company, Inc. 1954. 111 pp.

A glossary of psychological terms defined in relationship to motivation research and

prepared under the sponsorship of the Advertising Research Foundation. The terms, arranged alphabetically, are defined with the specific field to which they pertain indicated. Each definition is then followed by a "comment," indicating shades of meaning, special usage, or examples of usage.

The New Dictionary of Psychology. Philip Lawrence Harriman. New York: Philosophical Library, Inc. 1947. 364 pp.

Brief definitions of several thousand specialized terms and concepts used in psychology, psychoanalysis, psychiatry, and other mental sciences.

Psychological Abstracts. Lancaster, Pa.: American Psychology Association. 1927-.

Listings of new books and periodical material in all phases of psychology, published monthly, with digests of the most important material. A monthly author index and annual author and subject indexes.

Psychological Index. Columbus, Ohio: American Psychology Association. 1940-1941. 2 vols.

Abstract references to the volumes of the *Psychological Index* (see above), designed as a retrospective supplement to those volumes. Vol. 1 carries abstract references for the years 1894-1918; Vol. 2 covers the years 1919-1928. Some 43 per cent of the entries in the index volumes have been supplied with abstract references.

Psychological Index [8·5] presented during the years of its publication (1894-1935) an annual bibliography of the literature of psychology and related subjects. Succeeded by *Psychological Abstracts* (see above).

A Simplified Guide to Statistics, for Psychology and Education [16·423] outlines the application of statistical methods to studies in psychology.

ographies of recommended books for such a library.

Public Administration Organizations [SEE 16·312], a biennial publication, is "a directory of unofficial organizations in the field of public administration in the United States and Canada," covering some 500 U.S. national organizations and over 200 regional

16·360

Public Administration

SEE ALSO Political Science.

Information for Administrators [16·69] is a detailed and comprehensive guide to publications in the field of public administration and business management.

Public Administration Libraries [16·256] describes the establishment of a special library in public administration and includes bibli-

and Canadian groups. Sources of information on various organizations are given.

Source Materials in Public Administration. Chicago: Public Administration Clearing House. 1948. 30 pp.

16·361 Public Health

SEE ALSO Industrial Health and Medicine; Medicine.

Directory of Social and Health Agencies of New York City. New York: Columbia University Press. 1955. 594 pp.

Directory of the personnel, offices, and activities of the agencies dealing with public health and social welfare in New York.

16·362 Public Relations

SEE ALSO Advertising; Business and Finance; Organizational Management.

Public Relations Handbook. Philip Lesly. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1950. 902 pp.

A symposium of articles by a number of experts covering all phases of public relations activities and how to conduct them. A number of illustrations.

Public Relations Ideas in Action. Allen H.

A reprint of the bibliographies of recommended books on public administration appearing in *Public Administration Libraries* (see above).

Health Education: A Selected Bibliography. UNESCO. New York: Columbia University Press. 1956. 45 pp.

Current source materials in all phases of public health and hygiene education, listed and briefly annotated.

School Health Sourcebook [16·148] in dealing with school health naturally touches on many aspects of public-health problems.

Center, ed. New York: McGraw-Hill Book Company, Inc. 1957. 337 pp.

An encyclopedia of "500 tested public relations programs and techniques" arranged in categories by the problems they are designed to solve and the audiences for which they are intended. Programs are selected for their usefulness to the average businessman; they include general publicity programs, morale-raising programs, and programs designed to change public misconceptions.

16·363 Public Speaking

SEE ALSO Debates and Debating; Language; Parliamentary Law and Procedures; Proverbs; Quotations.

American Public Addresses, 1740-1952. A. Craig Baird, ed. New York: McGraw-Hill Book Company, Inc. 1955. 301 pp.

A bibliographic guide to American oratory and public speaking.

Braude's Second Encyclopedia of Stories, Quotations, and Anecdotes. Jacob M. Braude, ed. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1957. 468 pp.

A sequel to the same author's *Speaker's Encyclopedia of Stories, Quotations, and Anecdotes* (see below). The selections are placed under appropriate subjects alphabetically arranged.

A History and Criticism of American Public Address. William N. Brigance. New York:

McGraw-Hill Book Company, Inc. 1943. 2 vols.

Prepared under the sponsorship of the National Association of Teachers of Speech, the first part of this work contains chapters by various authors on the historical development of public speaking from colonial times to the present. The second part is a collection of biographical sketches with comments concerning great American orators. With each sketch there is a bibliography.

Quotations for Special Occasions [16·359] provides the speaker with apt quotations for use on all types of occasions.

Representative American Speeches. A. Craig Baird, ed. New York: The H. W. Wilson Company. 1939- .

Periodically published volumes of contemporary speeches published as part of the

"Reference Shelf" [16·128], beginning with Vol. XIV of that publication.

Speaker's Encyclopedia of Stories, Quotations, and Anecdotes. Jacob M. Braude. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1955. 476 pp.

A collection of 2961 stories, jokes, proverbs, and other material suitable for use in speeches and arranged so that appropriate material can be located easily.

Speaker's Handbook of Epigrams and Wit-ticisms. Herbert V. Prochnow. New York: Harper & Brothers. 1955. 332 pp.

A selection of about 5000 epigrams, aphorisms, and other examples of wit arranged under appropriate subject headings. The source of each quotation is given when known.

Speakers' Illustrations for Special Days. Charles L. Wallis, ed. Nashville, Tenn.: Abingdon Press. 1956. 240 pp.

A selection of 1001 stories and quotations pertaining to special holidays and other calendar events arranged chronologically and indexed by authors and subjects. Selection is specially keyed to church calendars and needs.

Speech Index. Roberta Briggs Sutton. New York: The H. W. Wilson Company. 1935. 272 pp.

An index to 64 collections of famous speeches and orations, with headings for authors, titles, subjects, and certain other items.

Speech Index 1935-1955. Roberta Briggs Sutton. New Brunswick, N.J.: Scarecrow Press. 1956. 448 pp.

A sequel to the above, this index keys speeches to be found in 70 one-volume and 1 ten-volume collections, most in their entirety. Author, title, and subject entries are found in one alphabet.

The Speechmaker's Complete Handbook. Edward L. Friedman. New York: Harper & Brothers. 1955. 401 pp.

A guide to successful speechmaking with a large collection of material useful in preparing a speech: anecdotes, jokes, items of information, etc.; selections of remarks useful for such occasions as introductions, responses, and welcomes; and 112 complete speeches and talks appropriate to specific speaking occasions. Ten indexes locate various types of information.

Toaster's Handbook. Peggy Edmund and H. W. Williams. 3d ed., rev. New York: The H. W. Wilson Company. 1932. 483 pp.

A well-indexed collection of speeches, jokes, and anecdotes.

Vital Speeches of the Day. New York: City News Publishing Company. 1934- .

A semimonthly publication containing the texts of outstanding public addresses shortly after they are delivered. Author and subject indexes are published for each annual volume.

What to Say & How to Say It. David Belson. New York: The Citadel Press. 1955. 192 pp.

A collection of models of speeches suitable for such occasions as introductions, presentation of awards, fund raising, testimonials, and the like. Also examples of letters suitable for similar purposes.

16·364 Public Utilities

SEE ALSO Atomic Energy; Manufacturing; Political Science.

Moody's Public Utilities. New York: Moody's Investors Service.

A twice-weekly publication with an annual volume, published each August, containing detailed descriptions of more than 2000 U.S., Canadian, and foreign public-utility corporations, giving information of special interest to the investor. The annual publication contains more than 75 special public-utility maps,

along with a directory of public-utility enterprises, lists of public-utility stocks and bonds under various subject classifications, and "Moody's Ratings" of public-utility investments.

Municipal Yearbook [16·290] contains detailed information on the public utilities of the different cities and major towns of the U.S.

Municipal Yearbook and Public Utilities Directory [16·290] contains comprehensive data on the public utilities of the British Isles.

Public Welfare. SEE Public Health; Social Service.

16·365

Publishing

SEE ALSO Best Sellers; Bookselling; Business and Finance; Censorship; Copyright; Graphic Arts; Journalism; Literature; Magazines; Manufacturing; Newspapers; Printing and Typography; Proofreading; Writing.

American Booktrade Directory [16·57] contains, among other information primarily of interest to booksellers, lists of book outlets in the U.S. and Canada; U.S., English, and Canadian book publishers; dealers in foreign-language books; book clubs; book trade organizations; book trade periodicals; remainder dealers; rental library chains; and paperbound-book wholesalers.

American Library Annual [16·256] contains a directory of book publishers as well as statistics on book prices, sales, and production.

The Author-Publisher-Printer Complex. Robert S. Gill. 2d ed. Baltimore: The Williams & Wilkins Company. 1949. 144 pp.

Written primarily for the author, this book outlines in concise and simple form the mechanics involved in every step of book publishing from the preparation of the manuscript through editing, production, and distribution. Sections on copyright, author-publisher contracts, royalty, subsidiary rights, and similar topics and a number of diagrams.

Author's Guide [16·476] outlines for the writer what he must do in preparing his manuscript, reading proof, and otherwise cooperating with the publisher in bringing out a book. Glossary of publishing terms.

Basic Facts and Figures [16·148], a UNESCO publication, carries statistics on various phases of publishing in most countries.

Book Industry Calendar and Register. New York: R. R. Bowker Company. 1952—

An annual companion publication to *The Literary Market Place* (see below). All the names appearing in that publication are listed alphabetically with address, phone number, and page reference in the parent directory. With the 1957 edition, there is a promotional calendar and deadline data for publishers.

The Bookman's Glossary. 3d ed. New York: R. R. Bowker Company. 1951. 198 pp.

A dictionary of terms in all branches of book publishing, including editorial, produc-

tion, printing, binding, distribution, and retailing. Also a list of classical names of towns and cities found on old title pages, a list of foreign words used in the book trade, a directory of private book clubs, and a table of proof-reader's marks.

The Bookmen's Concise Dictionary. Frederick Compton Avis. New York: Philosophical Library, Inc. 1956. 318 pp.

A collection of definitions of words, expressions, abbreviations, and names used in the literary and publishing world, including literary terms of all periods, publishing and bookselling jargon, graphic arts terminology, and library terms.

Books in Print [9·2], an annual publication, contains author and title indexes to each book listed in *Publishers' Trade List Annual* (see below), thus providing a nearly complete list of all U.S. books in print.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] contain directories of publishers for each of the countries covered in the different volumes.

Catalog of Copyright Entries [9·2], a semi-annual publication of the U.S. Copyright Office, lists all works receiving copyrights during the period covered. Listings are arranged by type of publication and include books, pamphlets, periodicals, dramas, music, maps, illustrations, motion pictures, and copyright renewals.

Children's Catalog [9·2] contains a directory of publishers of juvenile literature.

Clegg's International Directory of the World's Book Trade [16·57] lists publishers, primarily in the English-speaking countries.

Cumulative Book Index [9·2] lists at the back of each volume the names and addresses of each publisher whose works are given in the index. Thus, such lists in the larger cumulative volumes constitute nearly complete directories of publishers of English-language books.

The Law of Literary Property. Philip Wittenberg. Cleveland: The World Publishing Company. 1957. 284 pp.

All the legal aspects of publishing described and explained, including national and inter-

national copyright law, plagiarism, literary piracy, libel, censorship, obscenity laws, etc.

The Literary Market Place. New York: R. R. Bowker Company. 1940-

An annual directory of all phases of the book-publishing business. Current editions exceed 400 pages in length. Contents include lists of book publishers with their chief offices, addresses, phone numbers, etc.; lists of publishers classified by location and by type of books published; lists of various categories of firms and persons serving the publishing industry, such as agents, manufacturers, editorial service organizations, distributors, and the like; lists of book reviewers, literary prizes and awards, newspapers and magazines containing book news; and many other features of interest to authors, publishers, and book dealers. *Book Industry Calendar and Register* (see above) indexes the personal names in this directory.

A Manual of Style [4·4] of the University of Chicago Press is used by a large majority of American publishers as a guide to style in book editing and production. It contains such features of interest to editors and publishers as specimens of type, proofreader's marks, and other aids in book production.

The Newspaper Press Directory [16·305] includes lists of publishers of newspapers, magazines, and certain types of books in the British Isles, the British Commonwealth and Empire, and to a lesser extent other countries. London distributors of foreign publications are listed separately.

Paperbound Books in Print [9·2] lists publishers of paperbound books.

Political Handbook of Japan [15·4] contains a directory of Japanese publishers.

Printing and Promotion Handbook. Daniel Melcher and Nancy Larrick. 2d ed. New York: McGraw-Hill Book Company, Inc. 1956. 438 pp.

"How to plan, produce and use printing, advertising and direct mail" in the preparation and marketing of books. An alphabetically arranged guide to the subject covering in detailed articles virtually every phase of the field of bookmaking and selling. Appendixes include a bibliography, data on type faces, lists of graphic arts films, and a digest of

postal information pertaining to direct-mail selling.

Publishers' Trade List Annual [9·2] consists of two bound volumes containing the catalogues or price lists of almost every book publisher in the U.S. *Books in Print* (see above) contains author and title indexes to the books listed in this publication.

Publishers' Weekly [9·2], the trade magazine of the book-publishing industry, contains in various issues special features of reference value: an annual directory of book publishers, statistics of the industry, seasonal announcement numbers listing in one index all scheduled forthcoming books, a weekly listing of newly published books (cumulated monthly), as well as many other data on the industry.

Risks and Rights in Publishing [16·116] covers the legal aspects involved in publishing of all types and in all phases, including copyright law, libel law, and the like.

Statesman's Year-book [15·2] covers the status of publishing in all its phases in most countries listed in the handbook, giving statistical information where it is available.

Style Manual [4·4] of the Government Printing Office contains information of use to authors and editors on preparing books for publication.

Where to Buy Supplies for Educational Institutions [16·367] contains a directory of educational- and reference-book publishers.

Words into Type [4·4] contains a variety of information pertaining to book publishing, including a complete guide to all phases of preparing manuscript for publication. Bibliographies for each part, glossary of printing terms, and list of book publishers and their abbreviated names for use in bibliographies.

Writers' and Artists' Year Book [16·476], a British publication, lists British and American publishers of books, magazines, plays, etc., as a market guide for writers and artists.

Writer's Handbook [16·476] contains a directory of U.S. publishers with data useful to writers in marketing their manuscripts.

Writer's Market [16·476], an annual publication, lists virtually all U.S. publishers that accept manuscripts from writers, with complete marketing data.

16·366

Punctuation

SEE ALSO Grammar; Spelling; Writing. SEE ALSO Chapter 4.

American Punctuation. George Summey, Jr. New York: The Ronald Press Company. 1949. 182 pp.

A complete guide to proper punctuation, well arranged for quick reference.

How Shall I Punctuate It? Rebecca W. Vaille and Mabel Van Duzee. New York: Rinehart & Company, Inc. 1937. 113 pp.

A guide to punctuation, emphasizing the more difficult problems.

A Manual of Style [4·4] of the University of

Chicago Press covers all phases of punctuation.

The Secretary's Handbook [16·397] contains a guide to correct punctuation for business correspondence.

Standard Handbook for Secretaries [16·397] contains complete data on punctuation for the office worker.

Style Manual [4·4] of the Government Printing Office states the rules for punctuation followed in government publications.

Words into Type [4·4] covers the rules of punctuation for writers and editors.

16·367

Purchasing

SEE ALSO Businesses and Finance; Consumer Research and Education; Manufacturing; Materials; Trademarks and Trade Names. SEE ALSO Chapter 10 for guides to directories.

American School and University [16·148] contains a buyers' guide for all types of school materials and equipment, exclusive of academic supplies.

College and Private School Directory of the United States and Canada [16·103] includes a buyers' guide for all types of school supplies, arranged by product, with names of manufacturers.

Conover-Mast Purchasing Directory. Chicago: Conover-Mast Purchasing Directory.

A semiannual publication with a controlled circulation limited to purchasing agents, it lists U.S. manufacturers of plant equipment in two indexes—one alphabetically by manufacturer, one classified by product. Other sections include chemical, mechanical, and trade names.

Editor and Publisher International Yearbook Number [16·305] includes a buyers' guide for all types of newspaper equipment and supplies.

The International Encyclopaedic Who Is Who in Music [14·4] includes a buyers' guide to the music world, covering manufacturers of musical instruments and other music supplies and equipment, publishers of sheet music, and record makers.

Modern Packaging Encyclopedia Issue [16·314] includes a complete buyers' guide to packaging supplies and services.

Modern Plastics Encyclopedia Issue [16·334] includes a directory of materials, machinery, and equipment used in all phases of plastics manufacture along with a list of manufacturers' names and addresses. Index of trade names.

National Industrial Register [16·265], basically a directory of industrial manufacturers in the U.S., lists sources of supply and business services, as well as buying and selling information. Also a classified buyers' guide section.

Patterson's American Education [16·148] contains a classified directory of manufacturers of school supplies and equipment, suppliers of school services, and distributors of school supplies.

Physicians Desk Reference to Pharmaceutical Specialties and Biologicals [16·143] consists primarily of a complete guide to the purchase of drugs and other medical supplies, arranged both alphabetically and by various classifications.

Poor's Register of Directors and Executives [16·69] includes two sections useful to buyers. The "Classified Industrial Index" contains more than 200 categories of industrial products, under which all companies listed in the directory and supplying these products are listed alphabetically. The "Product Index" lists some 2500 different commodities and

service items, indicating which of the nearly 40,000 companies listed in the register supply these items.

Printing Magazine Yearbook [16·348] contains a complete guide to purchasing of printing supplies, equipment, and materials.

Walden's ABC Guide and Paper Production Yearbook [16·317] includes a buyers' guide to equipment, supplies, and services used in the manufacture of paper, as well as a directory of brand names of printing equipment and supplies.

Where to Buy Supplies for Educational Institutions. Boston: Porter Sargent, Publisher. 1941- .

Puzzles. SEE Games and Recreations. SEE ALSO 7·2 (Crossword Puzzle Dictionaries).

Quarrying. SEE Mining and Quarrying.

16·368

Quilts

SEE ALSO Needlecraft.

American Quilts. Elizabeth Wells Robertson. New York: Thomas Y. Crowell Company. 1948. 152 pp.

A more or less annual publication containing various directories listing sources of all types of supplies, equipment, and services for schools. The listings include educational- and reference-book publishers; educational organizations and foundations; educational periodicals, including those with school advertisements; educational reference bureaus and insurance companies; teachers' agencies and employment bureaus; lecture bureaus; book dealers; manufacturers of school furniture and equipment. Classified list of standard textbooks by titles. All firms given in the guide are also listed with name and address by product.

A history of quilting in the U.S. with 167 photographs of quilts and drawings of many different designs.

16·369

Quotations

SEE ALSO Bible; Last Words; Literature; Poetry; Proverbs; Public Speaking.

The American Treasury, 1455-1955. Clifton Fadiman, ed. New York: Harper & Brothers. 1956.

A compilation of short quotations and longer excerpts from writings and speeches selected as illustrating different American ideas and concepts. Four indexes cover subjects, words and phrases, authors, and titles.

Best Quotes of '54, '55, '56. James Beasley Simpson. New York: Thomas Y. Crowell Company. 1957. 383 pp.

A collection of 1866 quotations from 784 persons of the period, selected for their current and perhaps lasting interest, arranged by subjects and chronologically.

The Book of Catholic Quotations. John Chapin, ed. New York: Farrar, Straus and Cudahy, Inc. 1956. 1083 pp.

A collection of more than 10,000 quotations pertaining to all aspects of Roman Catholicism, arranged topically and chronologically, "compiled from approved sources ancient,

medieval and modern." Subject and source indexes.

Brewer's Dictionary of Phrase and Fable [7·2] includes several hundred famous phrases, primarily from English literature of the nineteenth century and earlier, with identification and comment. They are entered alphabetically, usually by the key word.

Businessman's Book of Quotations. Ralph L. Woods, ed. New York: McGraw-Hill Book Company, Inc. 1951. 303 pp.

A compilation of quotations selected for their application to business or their usefulness to the businessman in correspondence and public speaking.

Canadian Quotations and Phrases. Robert M. Hamilton. Toronto: McClelland and Stewart Limited. 1952. 272 pp.

A collection of quotations selected because they have Canadian authorship or pertain to Canada or both. The arrangement is alphabetical by subject, with the source, authorship, and date of each quote given. Author and source index, with numerous cross references for subjects.

Encyclopedia of Prose and Poetical Quotations. William S. Walsh, ed. Philadelphia: John C. Winston Company. 1955. 1062 pp.

More than 14,000 quotations from current and past literature and speeches, with subject and author indexes and a subject concordance. An especially useful source for twentieth-century quotations.

Everyman's Dictionary of Quotations and Proverbs. D. C. Browning, ed. New York: E. P. Dutton & Co., Inc. 1951. 766 pp.

A collection of more than 10,000 entries of which about two-thirds are quotations from writings or speeches and the remainder are proverbs, arranged alphabetically by author, nearly 1000 in all. Key-word index and dates and identification of authors.

Everyman's Dictionary of Shakespeare Quotations. D. C. Browning, ed. New York: E. P. Dutton & Co., Inc. 1953. 560 pp.

About 4000 quotations and extracts from the plays and poetry of Shakespeare, with a summary of each play and list of its characters. The index is to key words or subjects of the extracts. The quotations are arranged under the titles of the works in which they appear. The work fills many of the functions of a concordance of Shakespeare's works without being too bulky.

Familiar Quotations. John Bartlett. 13th ed. Boston: Little, Brown & Company. 1955. 1068 pp.

The most famous guide to quotations, this is the centennial edition of the work. It contains about 113,500 entries, including many modern writers. The arrangement is by authors in the chronological order of their birth dates. Footnotes add frequent data about the quotes. The index covers authors, sources, subjects, and key words. For older quotations, the 10th edition contains many quotes not included in later editions.

FPA Book of Quotations. Franklin P. Adams. New York: Funk & Wagnalls Company. 1952. 914 pp.

"A new collection of famous sayings, reflecting the wisdom and wit of times past and present and including the virtuous, humorous and philosophical commentary on life by men and women of every age together with riches from the profound wells of the Bible, proverbs and anonymity." The arrangement is by

subject first and author second. Topical and author indexes.

Granger's Index to Poetry [9·3] provides a first-line as well as an author, title, and subject index to famous poems, locating sources where they can be found but not giving the poems themselves.

Handy-Book of Literary Curiosities [16·254] contains numerous entries on unusual and obscure proverbs, sayings, and other quotations, tracing their origins and first associations where possible.

Home Book of Bible Quotations. Burton Stevenson. New York: Harper & Brothers. 1949. 645 pp.

A collection of well-known phrases and sayings from the Bible arranged under some 1250 headings, which include both topics and proper names. References to proper passages in the King James Version of the Bible are given for each quote. An index by key word and a subject index.

Home Book of Proverbs, Maxims and Familiar Phrases. Burton Stevenson. New York: The Macmillan Company. 1948. 2957 pp.

A collection of more than 73,000 different sayings that have been or now are "household words" in British and American usage, including a large number of quotations taken from foreign languages. The history and source of each quotation are given where possible. Entries arranged by subject, with an index to key words.

Home Book of Quotations, Classical and Modern. Burton Stevenson. 8th ed. New York: Dodd, Mead & Company, Inc. 1956. 2812 pp.

A collection of more than 50,000 familiar quotations primarily from literary sources, arranged alphabetically by subject. An author index identifies each author and gives his dates. Also a detailed key-word index.

Home Book of Shakespeare Quotations. Burton Stevenson. New York: Charles Scribner's Sons. 1937. 2055 pp.

A topical arrangement of quotations from Shakespeare's plays and poems, with a concordance of the quotes and of other key words in his writings. Also a glossary defining many of the unusual and archaic words in Shakespeare.

Hoyt's New Cyclopedia of Practical Quotations. Jehiel Keeler Hoyt. New York: Funk & Wagnalls Company. 1922. 1343 pp.

A collection of quotations "drawn from the speech and literature of all nations, ancient and modern, classic and popular, in English and foreign text." The original edition was issued in 1882, and thus the selection in the not too extensively revised subsequent editions emphasizes nineteenth-century and earlier literature, especially English literature. Arrangement is alphabetical by subject with an author index and a key-word concordance.

New and Complete Concordance or Verbal Index to Words, Phrases and Passages in the Dramatic Works of Shakespeare [16-401] provides an index to every quotation from Shakespeare's plays. A supplementary concordance performs the same service for his poems.

New Dictionary of American Politics [16-339] includes among its entries famous phrases and quotations of American history, giving the circumstances of their origin.

A New Dictionary of Quotations. Henry L. Mencken. New York: Alfred A. Knopf, Inc. 1942. 1347 pp.

A collection of quotations "on historical principles from ancient and modern sources," emphasizing those with historical associations and important significance to man's knowledge and thought. Arrangement is alphabetical by key word and subsequently in chronological order. Many cross references but no index. Selections include proverbs and sayings, some of them from foreign languages, as well as quotations from literature. The history of each quote is given where possible.

The New Dictionary of Thoughts. Tryon Edwards. Rev. and enl. ed. Garden City, N.Y.: Hanover House. 1957. 832 pp.

An updated version of an 1852 publication including familiar quotations from many sources. A subject index, a listing of sources, and special sections giving familiar quotations from the Bible and from Shakespeare.

The Oxford Dictionary of Quotations. 2d ed. New York: Oxford University Press. 1955. 1024 pp.

Formerly arranged under several classifications, the some 40,000 quotations in this new edition are grouped in one alphabet, arranged alphabetically by their authors. Sources of

quotations include English and foreign literatures, the Bible, the Book of Common Prayer, ballads, nursery rhymes, and folk literature. The index is by key words and is well organized for quick location.

Pocket Book of Quotations. Henry Davidoff. New York: Pocket Books, Inc. 1952. 480 pp.

A collection of the more familiar quotations, primarily from English and American literature, arranged alphabetically by general subject. Author index.

Poetical Quotations from Chaucer to Tennyson. Samuel A. Allibone. Philadelphia: J. B. Lippincott Company. 1891. 788 pp.

Quotations from English poetry of the mid-nineteenth century and earlier. Author, subject, and first-line indexes.

Quotations for Special Occasions. Maud Van Buren. New York: The H. W. Wilson Company. 1938. 201 pp.

Quotations from a variety of sources selected for their aptness for speeches, correspondence, or writing on special occasions of all kinds.

Speaker's Encyclopedia of Stories, Quotations, and Anecdotes [16-363] includes numerous quotations selected for their suitability to use in speaking, especially for their aptness in connection with special circumstances.

Speaker's Handbook of Epigrams and Witticisms [16-363] includes about 5000 quotations, with source indicated where available, arranged by subject and selected for their appropriateness to various occasions.

Speakers' Illustrations for Special Days [16-363] contains a number of quotations appropriate to special occasions, particularly church and patriotic holidays. Author and subject indexes.

A Treasury of Jewish Quotations. Joseph L. Baron, ed. New York: Crown Publishers, Inc. 1956. 700 pp.

Quotations from the best of Jewish literature from the Bible and the Talmud through the writings of such famous Jews as Einstein and Freud, all translated into English. More than 10,000 quotations arranged by general subjects.

Weather Lore [16-173] includes proverbs and sayings of all kinds relating to the weather from all literatures and folklores.

16·370

Rabbits

SEE ALSO Mammals; Pets.

The Complete Book of the Rabbit. F. G. Woodgate. Fond du Lac, Wis.: All-Pets Books, Inc. 138 pp.

An illustrated guide to rabbit raising, including feeding, housing, care of skins, banding, etc.

Rabbits: A Subject Bibliography. Laura I. Makepeace. Denver, Colo.: Bibliographical Center for Research, Denver Public Library. 1956. 93 pp.

A guide to source materials on rabbits, their breeding, care, treatment for disease, and uses.

16·371

Raccoons

SEE ALSO Hunting; Mammals; Pets.

Raccoon Family Pets. Leonore Brandt. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 48 pp.

Basic information on selection, care, and feeding of raccoons, coati-mundi, and kinkajous.

Racing. SEE Automobiles; Aviation; Horse Racing; Sports; Track and Field Sports.

Radar. SEE Electronics; Navigation and Seamanship.

16·372

Radio

SEE ALSO Broadcasting; Communications; Electronics; Television.

Drake's Cyclopedia of Radio and Electronics [16·151] contains the basic information needed for repairing, maintaining, and operating radio apparatus.

Encyclopedia of Radio and Television [16·151] contains entries on most radio technical terms; the British terminology may handicap the American reader in using the work.

International Radio Tube Encyclopedia. Bernard Baruch Babani, ed. 2d ed. New York: Herman & Stephens. 1956.

A list in tabular form of about 15,000 radio tubes of all types manufactured in all parts of the world, giving their operating characteristics and pin connections.

Pictorial Microwave Dictionary. Victor J. Young and Meredith W. Jones. New York: John Francis Rider, Publisher, Inc. 1956. 116 pp.

The terminology of microwave radio listed, defined, and explained. Derivations of many terms and numerous diagrammatic illustrations.

Practical Wireless Encyclopedia. F. J. Camm.

13th ed. Hollywood-by-the-Sea, Fla.: Transatlantic Arts, Inc. 1955. 384 pp.

A British publication, this work profits from frequent revision, though its British terminology occasionally deviates from American usage. Its contents consist of a coverage of basic subjects dealing with radio operation and maintenance aided by many illustrations.

The Radio Amateur's Handbook. A. Frederick Collins. 9th ed. New York: Thomas Y. Crowell Company. 1949. 421 pp.

Technical and operating data for the well-informed radio amateur, including some information about television. Diagrams, photographs, and a detailed index.

The Radio Amateur's Handbook. West Hartford, Conn.: American Radio Relay League. 1926- .

An annual publication with chapters covering basic radio theory, the history of amateur radio operating, experimental data, and advanced radio theory and a catalogue section listing the radio equipment offered by various manufacturers. The material is revised as necessary in each annual edition.

Radio Engineers' Handbook. Frederick E. Terman. New York: McGraw-Hill Book Company. 1943. 1019 pp.

A complete guide to all phases of basic radio engineering, including radio guides to navigation. Comprehensive bibliography.

Reference Data for Radio Engineers. International Telephone and Telegraph Corporation. 4th ed. New York: The Corporation. 1956. 1100 pp.

Radioactivity. SEE Atomic Energy; Atomic Medicine; Physics.

16·373

Railroads

SEE ALSO Transportation.

Bradshaw's British Railways Guide & Hotel Directory. London: Henry Blacklock & Co., Ltd. 1839- .

A monthly publication giving timetables of railroads in the British Isles with connections to the Continent. The hotel directory consists exclusively of advertisements and thus is by no means selective or complete. Another publication, called *Bradshaw's Manchester A.B.C. Railway Guide*, also published monthly, contains timetables for the Manchester and Midlands area of England.

Canadian Official Railway Guide with Airlines. Montreal: International Railway Publishing Co., Ltd. 19- .

An annual publication giving complete railway timetables for Canada, as well as airline timetables, a shipper's guide, and a gazetteer of Canada.

Car Builders' Cyclopedia of American Practice. Mechanical Division, Association of American Railroads. 17th ed. New York: Simmons-Boardman Publishing Corporation. 1946. 1444 pp.

A guide to the construction of American railway cars, their parts, and their equipment and to the mechanics of maintaining and repairing them. Numerous illustrations.

Famous American Trains and Their Stories. Roger Reynolds. New York: Grosset & Dunlap, Inc. 1934. 94 pp.

Brief histories of 27 famous American trains with pictures.

Handbook of American Railroads. Robert G. Lewis. New York: Simmons-Boardman Publishing Corporation. 1952. 242 pp.

Basic information on each of the 127 Class I railroads of the U.S. arranged alphabetically by the name of the line. Photographs and a map of the routes of the line with each entry.

In 38 chapters, the basic technical data needed to cover the entire field of radio engineering. The fourth edition adds nine new chapters on new developments in the field, such as transistors, and revises all the chapters included in previous editions. Some 1000 graphs, tables, and other illustrations and detailed index.

Locomotive Cyclopedia of American Practice. C. L. Combes and others, eds. 15th ed. New York: Simmons-Boardman Publishing Corporation. 1956. 728 pp.

"Definitions, drawings and illustrations of diesel, electric and turbine locomotives for railroad, industrial and foreign service; their parts and equipment; editorial presentation of steam locomotives limited mostly to historical and tabular data; descriptions and illustrations of diesel locomotive shops and servicing facilities." Previous editions of this work, sponsored by the Association of American Railroads, remain valuable for their more detailed discussion of steam locomotives than is to be found in this edition of this frequently revised work.

Official Guide of the Railways and Steam Navigation Lines of the United States, Porto Rico, Canada, Mexico, and Cuba. New York: National Railway Publication Co. 1868- .

A monthly publication containing complete timetables of U.S. railways, with system maps, and condensed timetables of the railways of Puerto Rico, Canada, Mexico, Cuba, and the Central American companies. Also schedules of intercoastal shipping and condensed domestic airline schedules.

A Picture History of Railways. C. Hamilton Ellis. New York: The Macmillan Company. 1956. 156 pp.

A collection of 408 carefully selected pictures, with informative captions and 18 pages of text, presents the development of railways from their beginnings in Great Britain to the present. Though pictures from all parts of the world are included, British illustrations predominate.

Railroads in Defense and War: A Bibliography. Association of American Railroads. Washington, D.C.: The Association. 1953. 262 pp.

An indexed guide to books and periodicals covering the role of U.S. railroads in national defense.

Railway Engineering and Maintenance Cyclo-
pedia. C. Miles Burpee and others, eds.
New York: Simmons-Boardman Publishing
Corporation. 1945. 1294 pp.

"An authoritative manual of engineering, maintenance and signaling, including definitions, descriptions, illustrations and methods of use of the materials, equipment and devices employed in the construction and maintenance of tracks, bridges, buildings, water service, signals and other fixed railway properties and facilities," compiled under the auspices of the American Railway Engineering Association and the Association of American Railroads.

Rand McNally Handy Railroad Atlas of the
United States. Chicago: Rand McNally
& Company. 1952. 48 pp.

Black-and-white maps of the U.S. as a whole and of the separate states, showing railway lines, towns on the lines, and mileages between different points.

Story of American Railroads. Stewart H. Holbrook. New York: Crown Publishers, Inc. 1947. 468 pp.

16·373A Rattlesnakes

SEE ALSO Snakes.

Rattlesnakes. Laurence M. Klauber. Berkeley:
University of California Press. 1956. 2
vols.

16·374 Real Estate

SEE ALSO Building and Contracting; Business and Finance; Insurance; Salesmanship.

Encyclopedic Dictionary of Real Estate Prac-
tice. Englewood Cliffs, N.J.: Prentice-Hall,
Inc. 1955. 512 pp.

Definitions and comprehensive discussions of almost all terms used in the real estate business in all its phases.

Moody's Banks and Finance [16·40] con-

A detailed history of the development of U.S. railroads from their beginnings to the mid-twentieth century. More than 100 illustrations.

United States Railroad Administration Publi-
cations: A Bibliography. Washington, D.C.:
Association of American Railroads. 1952.
212 pp.

An indexed guide to books and periodicals dealing with railway management and its problems.

Universal Directory of Railway Officials and
Railway Yearbook [14·4] is an annual publi-
cation giving brief data about the principal
railways of the world and a listing of their
officials.

World Railways. Henry Sampson, ed. Chi-
cago: Rand McNally & Company. 1955.
540 pp.

A British publication, containing full information about more than 1500 railway systems in 108 countries, a directory of locomotive and carbuilding companies with descriptions and illustrations of their products, a detailed directory of the subway systems of the world, and other material on the technical aspects of railroading. Detailed index and numerous illustrations, including maps.

An exhaustive study of rattlesnakes, including scientific data, with classifications as well as the myths and lore of the species. An index, numerous illustrations, and comprehensive bibliography.

tains detailed information on more than 900 major real estate firms and mortgage and finance companies in the U.S.

Urban Real Estate. Ernest M. Fisher and
Robert M. Fisher. New York: Henry Holt
and Company, Inc. 1954. 502 pp.

A study of the factors that influence the development of urban real estate, with detailed index, glossary of terms, and numerous statistical tables.

16·375 Recipes and Formulas

SEE ALSO Chemistry and Chemical Engineering; Paints and Varnishes; Manufacturing; Plastics; Synthetic Substances.

Chemical Formulary. Harry Bennett, ed. New
York: Chemical Publishing Company, Inc.
1933- .

A publication that may continue indefinitely, Vol. X appeared in 1956. Each volume is entirely new, containing recent formulas and detailed, concise instructions for every phase of the chemical industry. Each volume is indexed, and a cumulative index for the first six volumes was issued in 1944.

Cosmetic Formulary [16·118] contains recipes for the manufacture of every type of cosmetic, in the broadest definition of the term, including soaps and perfumes.

Dental Formulas and Aids to Dental Practice [16·130] gives directions for the preparation of all types of dental materials, including dentifrices, mouthwashes, skin creams, anesthetics, and impression materials.

Encyclopedia of Chemical Technology [16·88] contains numerous formulas for the preparations of all types of materials and substances in all phases of the chemical industry.

Henley's Twentieth Century Book of Ten Thousand Formulas, Processes and Trade Secrets. Gardner D. Hiscox, ed. New and rev. ed. New York: The Norman W. Henley Publishing Company. 1945. 867 pp.

16·376 Recordings

SEE ALSO High Fidelity; Music.

American Booktrade Directory [16·57] contains information on recordings of interest to bookstore managers.

Ballet Carnival [16·38] contains a list of long-playing recordings of ballet music.

Billboard Encyclopedia of Music [16·293], an annual, covers the most important recordings of each year and includes a directory of record manufacturers.

Check-list of Recorded Songs in the English Language in the Archive of the American Folk Song [16·174], a Library of Congress publication, lists virtually every English-language folk-song record made prior to July, 1940.

The Children's Record Book. Harriet Barbour and Warren S. Freeman. New York: Crown Publishers, Inc. 1947. 186 pp.

An annotated and graded guide to selected recordings for children, limited to music. The age span is six months to sixteen years.

A collection of more than 10,000 recipes and formulas used in all phases of the chemical industry arranged alphabetically by the process or product involved, a glossary of chemical terms, a section defining the materials mentioned in the formulas, an illustrated chapter on laboratory methods, and a classified buyers' guide to the materials listed in the formulas. All the contents are indexed in detail.

Manufacturers' Practical Recipes. G. S. Ranshaw, ed. New York: Chemical Publishing Company, Inc. 1950. 400 pp.

A collection of major "processes and recipes for the manufacture of commodities used in all the industries, arts and professions." A British publication in origin.

New Practical Formulary. Mitchell Freeman. New York: Chemical Publishing Company, Inc. 1955. 400 pp.

A compilation of important formulas for the manufacture of a wide variety of products, written simply and clearly for the person with little technical training as well as the experienced chemist. A chapter treats the testing and evaluation of chemical products. Detailed index and list of sources of supplies.

Educators Guide to Free Tapes, Scripts, and Transcriptions [16·32] lists numerous transcribed recordings on educational subjects available free to teachers and educational groups. The sources and means of obtaining are given.

The Encyclopedia of Jazz [14·4] includes a list of all-time classic jazz recordings and a directory of jazz record companies. The companion annual publication *The Encyclopedia Yearbook of Jazz* discusses current jazz recordings.

Folksongs on Records [16·174] is a bibliography of recorded folk music.

The Gramophone Book. William W. Johnson. London: Hinrichsen Edition Ltd. 1954. 172 pp.

An alphabetically arranged series of some 100 entries on various topics dealing with recorded music, such as types of recordings, kinds of record players, terms used in recording and playing. Bibliography of books on recording, lists of series of records, and lists of outstanding recordings classified by types.

The Gramophone Shop Encyclopedia of Recorded Music. 3d ed., rev. and enl. New York: Crown Publishers, Inc. 1948. 639 pp.

A complete guide to all phases of recorded music, including definitions of terms, descriptions of processes, a bibliography of the subject, and various lists of outstanding recordings.

A Guide to Children's Records. Philip Eisenberg and Hecky Krasno. New York: Crown Publishers, Inc. 1948. 195 pp.

"A complete guide to recorded stories, songs and music for children," with some annotations.

Guide to Dance Periodicals [8·5] contains listings of periodical literature dealing with recordings.

Guide to Jazz [16·239] contains a discography with each biography of famous jazz performers that it includes.

The Guide to Long-playing Records. Irving Kolodin, Philip L. Miller, and Harold C. Schonberg. New York: Alfred A. Knopf, Inc. 1955. 3 vols.

An annotated listing of selected and recommended long-playing recordings. Each volume treats a different type of music: orchestral, vocal, chamber, and solo-instrument music. The arrangement facilitates quick reference.

A Guide to Longplay Jazz Records. Frederic Ramsey. New York: Long Player Publications, Inc. 1954. 263 pp.

An alphabetical listing, with some comments, of LP jazz recordings issued through late 1953.

High Fidelity Record Annual. Roland Gelatt, ed. Philadelphia: J. B. Lippincott Company. 1955- .

An annual collection of the reviews of recorded hi-fi music taken from the July to June issues of *High Fidelity* magazine. Arranged alphabetically by composer and cross-indexed by performer. Reviews are detailed and critical.

Hot discographie encyclopédique. Paris: Editions Jazz Disques. 1951- .

A multivolumed work that will probably exceed seven or eight volumes in size when completed, purporting to catalogue virtually every jazz recording ever made and including many annotations and comments.

How to Build a Record Library. Howard Taubman. New York: Garden City Books. 1954. 94 pp.

A guide to the "single best recording" of every "basic composition" in all types of music, with recommendations as to the best recordings among those listed for the record collector.

International Catalogue of Recorded Folk Music [16·174], a UNESCO-sponsored publication, lists recordings for sale or held in record libraries, limited to "authentic folk music performed by traditional singers and instrumentalists," with information on exchange, purchase, or hearing records available only in libraries.

The International Encyclopaedic Who Is Who in Music [14·4] contains a directory of recording and transcription companies.

Introduction to Opera [16·310] lists and evaluates in its appendix each long-playing complete recording of each of the 40 operas discussed in the book.

Musicians' Guide [16·293a] contains a directory of American recording companies.

New Hot Discography. Charles Delaunay. New York: Criterion Music Corp. 1948. 608 pp.

A cataloguing of almost all important jazz recordings issued up to late 1947. Detailed data are given about each record listed. The index covers all names mentioned in the listings. Additional information about jazz performers and recording groups.

The Record Book. David Hall. New York: The Citadel Press. 1948. 1394 pp.

A detailed "guide to the world of the phonograph," introductory material in this work discusses the history of recordings and record players in detail, followed by reviews of recordings of standard music arranged alphabetically by composer.

The Record Guide. Edward Sackville-West and Desmond Shawe-Taylor. Rev. ed. New York: William Collins Sons & Co., Ltd. 1955. 957 pp.

A selected guide to recordings available in Great Britain, with listings limited to one recording for each composition. Arrangement is alphabetical by composer, and there are extensive annotations. An appendix lists long-playing records. Performers are covered in an index. Supplements under the title *Record Year* were issued for the first edition (1951)

in 1953 and 1954. A supplement to the revised edition appeared in 1956.

Record Ratings. Kurtz Myers. New York: Crown Publishers, Inc. 1954. 440 pp.

"The Music Library Association's index of record reviews" cumulated in one volume. More than 15,000 ratings and complete data for each recording listed. Index to musicians, conductors, and orchestras.

The Victor Book of Ballets and Ballet Music [16·38] includes a selected list of Victor recordings of ballet music.

The Viking Book of Folk Ballads of the English-speaking World [16·37] includes a discography of 99 of the ballads it discusses, representative selections of ballads from the British Isles, the U.S., Canada, Australia, and the West Indies.

The World's Encyclopaedia of Recorded Music. London: Sidgwick & Jackson, Ltd. 1952. 890 pp.

A selected but comprehensive listing of recordings of standard music issued through mid-1951, emphasizing British recordings.

16·377 Records

SEE ALSO First Facts; Sports.

The *World Almanac* [6·2] will probably prove the most valuable source of records of all kinds, especially in sports, transportation, and the like. Information on oldest, largest, smallest, and other "-est" things is included in most general encyclopedias in appropriate articles.

Recreations. SEE Camps and Camping; Card Games; Games and Recreations; Sports; Travel and Tourism.

16·378 Refrigeration

SEE ALSO Air Conditioning; Food Preservation.

Air Conditioning Refrigerating Data Book. The American Society of Refrigerating Engineers. New York: The Society. 1932-. 2 vols.

This publication appears, somewhat irregularly, in biennially revised editions. One volume is the "Design Volume"; the other is the "Applications Volume." The first is a comprehensive handbook covering every phase of design of refrigerating and air-conditioning systems, including theory, physical data, equipment, and operation. Numerous tables; lists of codes, symbols, and abbreviations; a glossary of terms; and a directory of sources of supplies and equipment. Bibliographies accompany each section. The "Applications Volume" deals primarily with refrigeration

and discusses in detail the application of refrigeration techniques to some 65 different practical situations. A guide to sources of supplies and equipment and many bibliographies. Both volumes are indexed and copiously illustrated.

Heating and Ventilating's Engineering Data-book [16·211] gives basic information and essential data on the design, operation, and maintenance of refrigerating systems.

Modern Electric & Gas Refrigeration. A. D. Althouse and C. H. Turnquist. 5th rev. ed. Chicago: Goodheart-Willcox Co. 1950. 984 pp.

A textbook in chapter form, this work covers all types of refrigeration, including frozen-food plants and air-conditioning systems. Hundreds of diagrams and photographs and many useful tables. Well indexed.

16·379 Religion

SEE ALSO Amish; Archaeology; Baptist Church; Bible; Buddhism; Christianity; Christmas; Churches; Coptics; Ecclesiastical Law;

Hinduism; Holidays and Anniversaries; Hymnology; Jehovah's Witnesses; Judaism; Lutheran Church; Missions; Mythology; Organ-

izations; Orthodox Church; Philosophy; Prayers; Presbyterian Church; Protestant Episcopal Church; Protestantism; Roman Catholic Church; Social Science; Theology.

Religion as a general subject has so many aspects that almost every general reference source could be said to excel in one or more phases of it. For discussions of points of religious theory, probably the more scholarly works, such as *Encyclopaedia Britannica* and *Encyclopedia Americana* [both 5·1], will prove the most useful. *Britannica*, it should be noted, emphasizes the Anglican viewpoint in many such entries. The *World Almanac* [6·2] contains much religious statistical information. *World Book Encyclopedia*, *American Peoples Encyclopedia* [both 5·1], and the *New Century Cyclopedia of Names* [5·2] contain numerous brief entries on the different religious sects. *Collier's Encyclopedia* includes a number of excellent articles on non-Christian religions.

The American Book of Days [16·219] carries information on virtually all the Christian and Jewish religious holidays, including the background of their observance.

Anniversaries and Holidays [16·127] contains data on religious holidays.

Bibliography of Bibliographies in Religion. John G. Barrow. Ann Arbor, Mich.: Edwards Bros., Inc. 1955. 489 pp.

A comprehensive annotated listing of sources of bibliographies on all aspects of religious subjects.

Book of Days [16·127] gives basic information on religious holidays and their observance.

Brewer's Dictionary of Phrase and Fable [7·2] contains numerous items of religious information, particularly of a rather exotic nature.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] give basic information on the status of religion and conditions of religious institutions in each country covered in the different volumes.

A Catholic Dictionary [16·386] contains definitions and discussions of religious terms of general application as well as those limited specifically to Roman Catholic beliefs and practices.

Catholic Encyclopedia [16·386] contains entries, written, of course, from the Roman Catholic point of view, on topics covering all phases of religion, including theology, ritual, and non-Catholic and non-Christian churches and sects.

Church Vestments, Their Origin and Development [16·142] is a copiously illustrated guide to church vestments with comments on their symbolism and place in religious rituals.

Dictionary of American History [16·216] contains a number of entries on religious subjects of peculiarly American interest, such as various American sects, and discusses the development of religion in the various states.

Dictionary of Mysticism [16·329] defines terms used in mysticism, occultism, spiritualism, and the various non-Christian religions, such as Buddhism, Hinduism, Zoroastrianism, and Theosophy.

Dictionary of Non-classical Mythology [16·295] contains a wide variety of information on virtually all the primitive religions of the past with the exception of the Greek and Roman.

The Dictionary of Philosophy [16·329] defines numerous religious terms, especially those in theology and morals.

Dictionary of Religion and Ethics. Shailer Mathews and G. B. Smith. New York: The Macmillan Company. 1921. 513 pp.

Definitions and discussions of religious and ethical terms, emphasizing abstract ideas and thought rather than stating explicit facts. An especially good source for discussions of the ideas of non-Christian religions. Biographies of numerous deceased religious leaders and personalities.

The Eleven Religions and Their Proverbial Lore. Selwyn Gurney Champion. London: Routledge and Kegan Paul, Ltd. 1944. 340 pp.

A comparative study of the 11 major living religions of the world, emphasizing their basic beliefs, their similarities, and their differences.

Encyclopaedia of Religion and Ethics. James Hastings, ed. 2d ed. New York: Charles Scribner's Sons. 1951. 13 vols. in 7 vols.

Regarded by many as the outstanding major reference guide to religious subjects, most of the entries in this work are written from a fairly liberal Protestant point of view. Several

thousand entries arranged alphabetically in the first 12 volumes, with most articles signed by authorities. Subjects covered include religions, religious cults and sects, beliefs, rituals, customs, theory, morals, and many subjects of a related nature. Biographies of religious leaders and personalities and articles under headings of place names with religious associations. Bibliographies are appended to many entries. The final volume is a detailed index.

The Encyclopedia of Religion. Vergilius Ferm, ed. New York: Philosophical Library, Inc. 1945. 844 pp.

Rather brief entries, prepared by some 190 different authorities, on religions, religious sects and cults, religious movements, items of creed, rituals and practices, and theology. Also biographies of many religious leaders and personages. Some entries carry bibliographies. The point of view is primarily that of the liberal Protestant. Scholarly in tone, the articles are frequently rather difficult to read and grasp.

Forgotten Religions. Vergilius Ferm, ed. New York: Philosophical Library, Inc. 1950. 392 pp.

Descriptions of ancient and primitive religions, including those of Egypt, Syria, Babylonia, Canaan, Greece, Persia, Tibet, and various aboriginal peoples of North and South America, Africa, Asia, and Australia.

Funk & Wagnalls Standard Dictionary of Folklore, Mythology, and Legend [16·173] contains numerous entries on the customs, practices, and beliefs of non-Christian and primitive religions.

A Guide to the Religions of America. Leo Rosten, ed. New York: Simon and Schuster, Inc. 1955. 282 pp.

A compilation of a series of articles that first appeared in *Look* magazine, plus additional data. Part I consists of 19 chapters on the basic beliefs of 19 different major religious sects in the U.S. Part II contains facts and figures on religion, church membership, general beliefs, the clergy, religious education, public opinion on religious beliefs and questions, a calendar of church holidays and observances, sociological data on religion, and the addresses of church headquarters.

Handbook of Denominations in the United States. Frank S. Mead. Rev. and enl. ed. Nashville, Tenn.: Abingdon Press. 1956. 225 pp.

Concise and objective information on the history, basic beliefs, structure, and institutions of more than 275 different Christian and non-Christian churches having organized memberships in the U.S. List of denominational headquarters and extensive bibliography. Alphabetical arrangement.

The Histomap of Religion. John B. Sparks. Chicago: Rand McNally & Company. 1943.

A wall chart that provides quick information on the growth and development of religion over 100,000 years of man's history. Events are presented in parallel form. Foreword and bibliography.

The History of Magic [16·263] describes the practices and rituals of all kinds of ancient and primitive religions, emphasizing the occult and esoteric.

Index to Religious Periodical Literature [8·5] lists references to articles, including book reviews, appearing in 31 different scholarly religious periodicals not included in the more general periodical indexes published from 1949.

Jewish Encyclopedia [16·243] contains articles on various aspects of religion, emphasizing Judaism, of course, but treating many other religions as well.

The Ministers Manual. New York: Harper & Brothers. 1926—

An annually published study and pulpit guide for the Protestant minister.

New Schaff-Herzog Encyclopedia of Religious Knowledge. S. M. Jackson, ed. New York: Funk & Wagnalls Company. 1908–1912. 13 vols. Supplement: Grand Rapids, Mich.: Baker Book House. 1955. 2 vols.

The basis of this encyclopedia is a German work published during the last decade of the nineteenth century, with considerable alterations and additions to the original material. The point of view is conservative Protestant, in both the basic volumes and the two supplementary volumes published under the name *Twentieth Century Encyclopedia of Religious Knowledge*. Both the basic 12 volumes (the thirteenth is an index) and the supplement consist of alphabetically arranged entries on subjects "embracing biblical, historical, doctrinal and practical theology and biblical and theological and ecclesiastical biography, from the earliest times." The basic work remains useful for those topics not especially subject to change or dating. The supplementary vol

umes bring up to date most of those subjects susceptible to change. Bibliographies in the basic volumes list to a great extent nineteenth-century works, most of which are European in origin. Bibliographies in the supplement emphasize recent works of American origin. Most articles are signed by authorities. Numerous biographies and extensive articles under place-name headings, giving information of a religious nature associated with these names.

Oxford Classical Dictionary and Oxford Companion to Classical Literature [both 16·259d] contain entries pertaining to the religions of ancient Greece and Rome and of other countries of the Mediterranean world.

Religions, Mythologies, Folklores: An Annotated Bibliography. Katherine Smith Diehl. New Brunswick, N.J.: Scarecrow Press. 1956. 315 pp.

Annotated listings of more than 1000 books and other publications arranged by subject and indexed by author and title. While some material deals with Greek and Roman mythology and with folklore, the emphasis lies on living religions of the world.

Religions of the World. George A. Barton. Rev. ed. Chicago: University of Chicago Press. 1937. 406 pp.

A series of chapters on different living religions of the world. Extensive bibliographies and an index. Some readers may find some of the information rather subjective in tone.

Religions of the World. Gerald L. Berry. New York: Barnes & Noble, Inc. 1947. 136 pp.

Concise but comprehensive information on the various major living religions.

Sacred Books of the East. Max Müller, ed. Oxford: Clarendon Press. 1885-1953. 50 vols.

A monumental work, being a collection of translations into English of virtually all the important religious literature of the major Oriental religions, including Hinduism, Buddhism, Mohammedanism, Judaism, Jainism, Confucianism, Taoism, and the Parsi faith. The final volume is an excellent index to references to all varieties of subjects: gods, beliefs, myths, and legends.

Statesman's Year-book [15·2] contains a summary of the religious life in almost every country covered in the volume.

Story of Religion in America. William Warren Sweet. 2d rev. ed. New York: Harper & Brothers. 1950. 492 pp.

An indexed history of the development of religion and of various religious sects in the U.S. from colonial times to the present.

Universal Jewish Encyclopedia [16·243] treats a variety of religious subjects of both general and special Jewish interest.

World Religions. Benson Y. Landis. New York: E. P. Dutton & Co., Inc. 1957. 158 pp.

An encyclopedic "guide to the principal beliefs and teachings of the religions of the world and to the statistics of organized religion," arranged alphabetically. Data on the histories, beliefs, creeds, methods of worship, and organizational structure of all the chief religions of the world.

World's Religions. Charles Samuel Braden. Nashville, Tenn.: Abingdon Press. 1954. 256 pp.

A concise, scholarly study of the major living religions of the world.

Yearbook. Division of Christian Education, National Council of the Churches of Christ in the United States of America. New York: The Council. 1950- .

An annual presentation of current information concerning the Division of Christian Education and its work, including committee lists, minutes of meetings, and reports of units of the division. A roster of committee members and reports of related agencies, such as the American Bible Society, the American Association of Theological Schools, the Canadian Council of Churches, the Women's Christian Temperance Union, the YMCA and YWCA, and the World Council of Churches.

Yearbook of American Churches. New York: National Council of the Churches of Christ in the United States of America. 1932- .

A biennial until 1951, present editions of this annual comprise more than 320 pages of data on all denominations in the U.S. and Canada. Part I consists of a church calendar for the coming year. Part II is made up of a series of directories, including related national organizations, religious bodies in the U.S. and Canada, church-related organizations, state and local councils, theological seminaries, colleges and universities, religious periodicals, and various service agencies. Part III is devoted to different types of statistical

and historical information, the contents of which vary considerably from year to year. Part IV is an index.

Youth-serving Organizations [16·312] lists church groups as well as nonreligious organizations devoted to youth activities.

Religious Music. SEE Hymnology; Music; Religion; Songs.

16·380

Reptiles and Amphibians

SEE ALSO Animal Life; Pets; Snakes; Turtles.

Amphibians and Reptiles of Western North America. Robert C. Stebbins. New York: McGraw-Hill Book Company, Inc. 1954. 528 pp.

One of the "McGraw-Hill Field Guide Series," this work covers almost all the amphibians and reptiles to be found in North America generally west of the Mississippi River, giving complete data on appearance, habits, and distribution. 156 pages of line drawings and many full-color illustrations. Additional data include a discussion of methods of collecting specimens and their treatment and preservation.

Fishes, Amphibians and Reptiles [16·167] devotes about a third of its space to a general discussion of the major examples of amphibians and reptiles of the world, with numerous illustrations and bibliographies.

Handbook of Frogs and Toads of the United States and Canada. Albert Hazen Wright. 3d ed. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1949. 652 pp.

An illustrated guide to the study and identification, including detailed color description, of 102 species and subspecies of North American frogs and toads. Tables give various types of additional data.

Handbook of Lizards. Hobart M. Smith. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1946. 578 pp.

Descriptions and other data, with numerous illustrations, of 136 species of U.S. and Canadian lizards. Keys to quick identification.

Handbook of Salamanders. Sherman C.

Bishop. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1943. 569 pp.

Complete basic information on 126 species and subspecies of salamanders to be found in the U.S., Canada, and Lower California. Keys to quick identification and numerous illustrations.

Reptiles: Their Habits and Care. John F. Breen. Fond du Lac, Wis.: All-Pets Books, Inc. 115 pp.

A book covering the feeding, care, and housing, as pets, of snakes, lizards, toads, turtles, alligators, etc. About 50 illustrations.

Reptiles of North America. Raymond L. Ditmars. New York: Doubleday & Company, Inc. 1936. 476 pp.

A field guide to the reptiles to be found in the U.S. and Canada, with 135 photographs in black and white and color. An especially authoritative and comprehensive coverage of the subject.

Reptiles of the Pacific World. Arthur Loveridge. New York: The Macmillan Company. 1945. 259 pp.

An illustrated guide to the reptiles to be found in the Pacific Islands, Australia and New Zealand, and continental areas fringing the Pacific. Tables of distribution of species.

Reptiles of the World. Raymond L. Ditmars. Rev. ed. New York: The Macmillan Company. 1933. 321 pp.

A field-guide type of publication giving full data in concise form, with many illustrations, on the "crocodilians, lizards, snakes, turtles, and tortoises of the Eastern and Western Hemisphere."

Research. SEE Education; Foundations; Laboratories; Science.
SEE ALSO Chapter 4 (Research and the Research Paper).

16·381

Restaurants

SEE ALSO Business and Finance; Cooking; Food; Hotels and Motels; Travel and Tour-

ism. SEE ALSO many of the guidebooks listed in Chapter 15.

Adventures in Good Eating. Duncan Hines. Ithaca, N.Y.: Adventures in Good Eating, Inc. 1936- .

An annual publication of more than 300 pages, listing Duncan Hines's recommended restaurants, more than 3000 in all, to be found in the U.S., Alaska, Hawaii, Mexico, and Canada. The arrangement is first alphabetical by state, territory, or country and then alphabetical by town or city. Each listing includes name, address, hours, food specialties, prices, and other comments.

"American Travel Series" [15·4] includes in each volume lists of recommended restaurants for the area covered. In 1956, these regions included New England, Florida, California, and New York, Washington, D.C., and Chicago and their environs.

Dining-out in Many Languages. Waldo Davis. New York: Bantam Books. 1956. 152 pp.

A handy guide for the European tourist, giving English translations of food and dish terms used in nine different western European

languages (French, Italian, German, Dutch, Spanish, Portuguese, Swedish, Danish, and Norwegian). Each section on the different countries also includes special breakfast terms, a guide to tipping in restaurants, and a list of superior restaurants in the capitals of each country.

Eating in Italy. Richard Hammond and George Martin. New York: Charles Scribner's Sons. 1957. 118 pp.

More than 200 restaurants in about 40 Italian cities are listed and described in full. Each establishment has been selected for a special excellency.

Gourmet's Guide to Good Eating. New York: Simon and Schuster, Inc. 1957. 240 pp.

The editors of *Gourmet* magazine list 2830 restaurants in the U.S. and Canada recommended for good food.

The Jewish Chronicle Travel Guide [15·2] lists restaurants catering to a Jewish clientele in Great Britain, some cities of the U.S., and Israel.

Retailing. SEE Merchandising.

16·382

Retirement

SEE ALSO Gerontology and Geriatrics; Social Security; Trailers; Travel and Tourism; Vocations and Vocational Guidance.

The Golden Years: An Invitation to Retirement. Thomas Collins. New York: The John Day Company, Inc. 1956. 251 pp.

A guide to the problems of retirement and their solution, with much practical information on the advantages and disadvantages of various localities for the retired person, on housing, on retirement vocations and activities.

Jobs after Retirement. Morton Lehman and

Maxwell Yarmon. New York: Henry Holt and Company, Inc. 1954. 242 pp.

Data on jobs, hobbies, businesses, and other activities suitable for the retired person, indexed and well organized for reference.

Where to Retire and How. Fessenden Blanchard. New York: Dodd, Mead & Company, Inc. 1952. 299 pp.

A comprehensive guide to planning for retirement, jobs for the retired person, hobbies, housing, costs of living, climates, and localities. 24 pages of photographs and two maps.

Revolutionary War. SEE American Revolution.

Rhymes. SEE Nursery Rhymes; Poetry. SEE ALSO 7·2 (Rhyming Dictionaries).

16·383

Roads and Highways

SEE ALSO Automobiles; Bus Transportation; Civil Engineering; Transportation. SEE ALSO Chapter 15 for atlases showing roads.

Builder's Vest Pocket Reference Book [16·67] includes reference data on road construction for the civil engineer.

Goushá American Highway Atlas [15·4] shows on its maps the complete highway systems of North America, indicating in color various types of roads.

Rand McNally Road Atlas [15·4] shows the complete highway system of the U.S., Canada, and Mexico in detail and up to date in each edition.

16·384 Rockets and Guided Missiles

SEE ALSO Aviation; Military Science and Affairs.

Dictionary of Guided Missile Terms. Washington, D.C.: Public Affairs Press. 1949. 57 pp.

Prepared by a committee on guided missiles of the Research and Development Board of the National Military Establishment, this booklet gives concise definitions of more than 700 terms used in guided-missile research.

Rocket Encyclopedia. Los Angeles: Aero Publishers, Inc. 1956. 600 pp.

An alphabetically arranged reference work giving definitions and descriptions of terms covering the principles, operation, testing, history, and development of rockets and guided missiles. Several biographies of persons prominent in research and development in the field.

16·385 Rocks

SEE ALSO Geology; Mineralogy; Nature Study.

A Field Guide to Rocks and Minerals [16·280] covers the study of rocks, their collection, and their testing and describes various types of rocks. Excellent glossary, bibliography, index, and numerous illustrations, of which about a quarter are in color.

How to Know the Minerals and Rocks [16·280] is a field guide to the identification of common rocks and their collection, with full information on and illustration of each variety.

Kemp's Handbook of Rocks. Frank F. Grout. 6th ed. Princeton, N.J.: D. Van Nostrand, Inc. 1940. 300 pp.

A comprehensive classification of rocks with a thorough treatment of rock chemistry. Guides to identification of different varieties and many tabular data in the appendix.

Rock Book. Carroll Lane and Mildred Adams Fenton. New York: Doubleday & Company, Inc. 1940. 357 pp.

A guide for the amateur collector to rocks, their identification and preparation, organized by types. Index and numerous illustrations.

Rodents. SEE Hamsters; Rabbits.

16·386 Roman Catholic Church

SEE ALSO Christianity; Colleges and University; Ecclesiastical Law; Education; Missions; Religion.

The Book of Catholic Quotations [16·369] indexes quotations by Catholic writers or pertaining to Catholicism in a subject and chronological arrangement.

The Book of Saints [14·4] contains a calendar of Roman Catholic saints.

Books for Catholic Colleges [9·3], with its supplements, lists books published from 1857 selected as recommended for the special curriculum requirements of Catholic colleges and universities.

Butler's Lives of the Saints [14·4] contains a complete calendar of saints.

Catholic Church in America: An Historical Bibliography. E. R. Vollmar. New Brunswick, N.J.: Scarecrow Press. 1956. 354 pp.

An annotated listing of books and other sources dealing with the history and development of the Roman Catholic church in America from its beginnings to the present.

Catholic Dictionary. William Edward Addis and Thomas Arnold. 15th rev. ed. London: Virtue & Co., Ltd. 1951. 843 pp.

A scholarly compilation of several thousand alphabetically arranged entries on a wide variety of subjects pertaining to the Roman Catholic religion, including beliefs and practices, church history, theology, orders, ritual, etc. A few biographies of major religious personages and some bibliographies.

A Catholic Dictionary. Donald Attwater. 2d rev. ed. New York: The Macmillan Company. 1949. 560 pp.

A British publication, this work contains definitions and discussions of terms pertaining to all aspects of Roman Catholic faith and practices. Biographies of saints. An especially useful source on questions of ecclesiastical law.

The Catholic Directory. London: Burns, Oates & Washburne, Ltd. 1838—

An annually published "official handbook of the Catholic Church" in Great Britain, giving an official register of the Catholic clergy in England and Wales according to a diocesan arrangement and also basic information on each diocese and parish and on the schools, convents, and other institutions connected with them. A directory of the Catholic clergy in Scotland is also included. Statistics on the church and its organization in the British Isles and the Commonwealth appear in another section. Also a church calendar. Illustrations include diocesan maps.

Catholic Encyclopedia. New York: The Gilmary Society. 1907–1914. 16 vols. Supplement I, 1922; Supplement II, 1950–1954.

The standard American publication of its kind, it is "an international work of reference on the constitution, doctrine, discipline and history of the Catholic church." Though the basic volumes are now considerably out of date, much of the material remains useful, and the two supplements have added recent developments in subjects covered in the main volumes as well as presenting entirely new subjects. The encyclopedia is in some respects a general encyclopedia, presenting, for example, fairly general articles on the countries of the world, but Catholic interests are emphasized throughout. Numerous biographies and excellent bibliographies. Almost all articles are signed by authorities. For the general reader, the entries on such classical subjects as philosophy, church history, and literature should prove especially useful. About 2500 illustrations. Vol. 16 includes a detailed index as well as "Courses of Reading."

Catholic Periodical Index [8·5] provides "a cumulative author and subject index to a selected list of Catholic periodicals."

The Catholic Picture Dictionary. Harold A. Pfeiffer. New York: Garden City Books. 1948. 156 pp.

Definitions with pictures presenting simple explanations of various Catholic terms and practices. The full liturgy of the Mass is explained, with directions for serving at Mass.

Catholic Press Directory [8·2] provides a full listing of Catholic newspapers and magazines published in the U.S. and Canada.

Directory of Catholic Colleges and Schools in the United States [16·103] presents classified lists of Roman Catholic universities, colleges, junior colleges, teachers' colleges, seminaries, high schools and academies, boarding schools, and military schools and a list of diocesan superintendents of schools.

Externals of the Catholic Church. John F. Sullivan. Completely rev. ed. New York: P. J. Kenedy & Sons. 1951. 403 pp.

"A handbook of Catholic usage," designed for the use of both Catholics and non-Catholics. Organized in sections for quick reference, the work covers the government of the Roman Catholic church; the "Religious State and Apostolate," including religious orders; the administration of the sacraments; the Mass, including the liturgy of the Eastern Rites; the church calendar, with the rules for fasting and abstinence; the sacramentals; liturgical books and the Bible; and devotions. Indexed in detail.

The Guide to Catholic Literature. Grosse Pointe, Mich.: Walter Romig, Publisher. 1940—

A bibliography of books and pamphlet material by Roman Catholic authors or pertaining to the "constitution, doctrine, discipline, liturgy, history, and literature of the Catholic Church," published from 1888. The initial volume covered publications appearing in the years 1888–1939. Vols. 2, 3, and 4 covered the years 1940–1944, 1944–1948, and 1948–1951, respectively. The publication now appears annually with four-year cumulations. The arrangement is an author-subject-title index in one alphabet. Numerous annotations. Books listed include many in foreign languages.

A History of the Catholic Church. Fernand Mourret. St. Louis: B. Herder Book Company. 1931—

A translation of a French work published in nine volumes. The eighth volume of the English translation, covering the early nineteenth century, was in preparation in 1956. This comprehensive history of the Catholic church follows a chronological arrangement

beginning with the early expansion of the church and following its development to the early twentieth century. Each volume is separately indexed and includes a bibliography.

History of the Popes. Ludwig Pastor. London: Routledge and Kegan Paul, Ltd. 1891- .

An extraordinarily detailed history of the papacy from 1305 to modern times, "drawn from the secret archives of the Vatican and other original sources." This is a translation from the original German-language edition and has reached the fortieth-volume mark. Chronological arrangement.

Italian-American History [14-4] devotes its second volume to "The Italian Contribution to the Catholic Church in America," with 41 chapters treating the activities of Italian missionaries, priests, and other religious leaders in America from the earliest times to the present. Extensive bibliography, detailed parish histories, and data on Italian religious orders in the U.S.

The National Catholic Almanac. Paterson, N.J.: St. Anthony Guild Press. 1904- .

An annual publication containing both information of a specifically Catholic nature and interest and general information similar to that found in other almanacs, such as statistical data and information on government, sports, etc. A directory of major members

of the Catholic clergy, lists of saints, biographies of famous Catholics, obituaries of recently deceased famous Catholics, digests of current events (with many pictures), and church data of all kinds, historical and current. Also much information on sports, emphasizing such Catholic interests as the CYO's boxing tournaments; directories of Catholic camps, schools, and colleges; lists of Catholic libraries; motion pictures recommended for Catholics; and a writers' market for Catholic writers.

Official Catholic Directory. New York: P. J. Kenedy & Sons. 1886- .

An annually published directory of the Roman Catholic clergy, hierarchy, institutions, missions, orders, etc., in the U.S. and its territories, with somewhat less detailed directory data covering Canada, Central America, and the British Isles.

A Practical Catholic Dictionary. Jessie Corrigan Pegis. Garden City, N.Y.: Hanover House. 1957. 258 pp.

Words, names, and phrases with special meanings for Roman Catholics are defined and explained in simple language. Major subjects are treated in considerable detail. Entries include books of the Bible, numerous Biblical proper names, and biographies of popes, saints, and persons prominent in the history of the church. Addenda include a table of popes and of major papal encyclicals.

16-386A Roses

SEE ALSO Flowers.

Encyclopedia of Roses and Rose Culture. Harcourt P. Champneys, ed. Rev. ed. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1957. 233 pp.

A comprehensive guide to types of roses, their cultivation, and showing techniques. Numerous illustrations, many in full color.

16-387 Rugby

SEE ALSO Football; Sports.

The Official Rules of Canadian Rugby Football. Toronto: Canadian Rugby Union. 1952. 102 pp.

A detailed exposition of the rules of the game.

16-388 Rugs

SEE ALSO Furniture; Textiles; Weaving.

American Rugs. Estelle H. Ries. Cleveland: The World Publishing Company. 1950. 62 pp.

Short illustrated chapters on peculiarly American styles of rugs, with a good bibliography of the subject.

16·389

Safety

SEE ALSO Industrial Health and Medicine.

Handbook of Dangerous Materials. N. Irving Sax and W. W. Schultz. New York: Reinhold Publishing Corporation. 1951. 850 pp.

A complete guide to all types of dangerous materials used in industry and their proper handling for safety in packing, transporting, and using. Data on shipping regulations for dangerous materials. Materials covered in-

clude chemicals, explosives, flammable materials, and radioactive materials.

Safety Subjects. U.S. Department of Labor. Washington, D.C.: Government Printing Office. 1948. 152 pp.

Essentially a textbook for plant engineers, this book consists of 25 chapters, with questions, covering all phases of industrial safety and how to achieve it. No index, but each chapter is headed by a summary.

Sailing. SEE Boating; Yachting.

Saints. SEE 14·4 (Saints).

16·390

Sales and Auctions

SEE ALSO Antiques; Art and the Arts; Book Collecting; Prints.

Art Prices Current [16·27] consists of a record of prices paid for works of art sold at auction in London and elsewhere.

Prime Antiques and Their Current Prices [16·22] describes and gives the prices paid for antiques and fine-arts pieces sold at auction during the 1946-1947 period.

16·391

Salesmanship

SEE ALSO Advertising; Business and Finance; Merchandising; Public Relations.

"**The Legal Almanac Series**" [16·253] contains a volume on the *Law of Selling*.

Sales Executives' Handbook. Harry Simmons. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1950. 790 pp.

A symposium on all phases of sales management, with each section prepared by an authority in each specialty. Well arranged for reference with much practical material.

Sales Manager's Handbook. John C. Aspley.

6th ed., rev. Chicago: Dartnell Corporation. 1951. 1149 pp.

A guide to all phases of sales management, except sales promotion and advertising, organized in sections for quick reference.

The Sales Promotion Handbook. John C. Aspley. Chicago: Dartnell Corporation. 1950. 1071 pp.

Practical material on advertising and other types of sales promotion, much of which was formerly carried in the *Sales Manager's Handbook* (above).

Sanitary Engineering. SEE Building and Contracting; Civil Engineering; Plumbing; Public Health.

16·392

Scholarships and Fellowships

SEE ALSO Colleges and Universities; Education; Prizes and Awards.

Blue Book of Awards [16·350] includes in its listings major U.S. scholarships and fellowships, with data on how they can be secured and on their donors.

Handbook on International Study [16·103] contains information on scholarships and awards given for study abroad for U.S. students and for study in the U.S. by foreigners.

Scholarships, Fellowships and Loans. S. Norman Feingold. Cambridge, Mass.: Bellman Publishing Company. 1949-1955. 3 vols.

A cataloging in three volumes of more than 10,000 different scholarships, fellowships, and student loans offered by agencies other than individual colleges and universities. With each listing, complete data are included for the prospective applicant.

Scholarships and Fellowships Available at Institutions of Higher Education. Theresa Birch Wilkins. Washington, D.C.: Government Printing Office. 1951. 248 pp.

A U.S. Office of Education publication, this lists scholarships and fellowships given by individual schools by state and institution in an alphabetical arrangement. Also a subject guide.

16·393

Schools

SEE ALSO Adult Education; Business Education; Colleges and Universities; Education; Junior Colleges; Scholarships and Fellowships; Secondary Schools; Vocations and Vocational Guidance.

American Architects' Directory [14·4] lists U.S. schools of architecture.

American Art Directory [16·27] lists art schools in the U.S., Canada, and Latin America.

American Health Directory [16·312] lists schools concerned with health and disease problems.

American Hospital Directory [16·223] lists schools of nursing and schools that give courses in various phases of hospital technicians' work.

American Library Directory [16·256] contains data on library schools and colleges and universities that give courses in librarianship.

American Medical Directory [16·275] gives complete information on U.S. medical schools.

Approved Technical Institutes. J. S. Noffsinger. Washington, D.C.: National Council of Technical Schools. 1945- .

An annual directory of U.S. technical schools of all types, emphasizing the type of information needed by vocational counselors and prospective students at technical institutes.

The Catholic Directory [16·386] lists Roman Catholic schools in the British Isles.

College and Private School Directory of the United States and Canada [16·103] lists

Study Abroad. UNESCO. New York: Columbia University Press. 1955.

"An international handbook of fellowships, scholarships and educational exchange," listing thousands of educational grants for foreign study throughout the world.

Your Opportunity. Theodore S. Jones, ed. Milton, Mass.: The Author. 1952- .

A biennial publication subtitled "America's Guide to Financial Aids to Education," this lists all types of scholarships, fellowships, and loans as well as self-help systems for college students wanting to work their way through. Alphabetical arrangement.

every type of private school in the U.S. and Canada under 60 classifications for the U.S. and 42 groupings for Canada.

Directory for Exceptional Children [16·209] contains complete listings of private schools, tutors, and tutoring schools for the mentally handicapped, arranged by states.

Directory of Catholic Colleges and Schools in the United States [16·103], in addition to colleges and universities, lists teachers' colleges, seminaries, and secondary schools of all types maintained by the Roman Catholic church in the U.S.

Editor and Publisher International Yearbook Number [16·305] contains a directory of U.S. schools of journalism and advertising.

A Guide to Colleges, Universities and Professional Schools [16·103] lists teachers' colleges and professional schools in 24 different fields in the U.S.

Handbook of Private Schools. Boston: Porter Sargent, Publisher. 1915- .

An annual publication of more than 1200 pages giving complete information on some 4500 private elementary and secondary schools in the U.S. and Canada. Various indexes to the contents by types of institutions. The listings are arranged by states, and basic information is given for each school listed.

Hospital Service in the United States [16·223] lists nurses' training schools, specialized nursing training courses, and courses for hospital technicians in the U.S.

International Directory of Schools of Social Work. United Nations. New York: Columbia University Press. 1955. 127 pp.

Basic information on schools of social work in all parts of the world.

Junior Colleges and Specialized Schools and Colleges [16·244] lists various professional and vocational schools by types. Detailed breakdown of institutions listed by specialized curricula.

Lovejoy's Vocational School Guide. Clarence E. Lovejoy. New York: Simon and Schuster, Inc. 1955. 216 pp.

A geographically arranged directory of more than 6500 private and public vocational schools in the U.S., with detailed information of use to the prospective student and to vocational and educational counselors. Education for the professions is not covered, but there are data on home-study courses and special training for the handicapped.

The National Catholic Almanac [16·386] lists many different types of Roman Catholic schools in the U.S.

The Nursery School and Child Care Center. Clark E. Moustakas and Minnie Perrin Berson. New York: Harper & Brothers. 1955. 222 pp.

Chapters on various types of nursery schools and child-care centers, including information on how such schools should be operated and what standards should be maintained.

Official Catholic Directory [16·386] lists virtually every Roman Catholic school in the U.S.

Patterson's American Education [16·148] contains information on private and special schools as well as on public schools in the U.S.

Vocational Training Directory of the United States. 2d ed., rev. and enl. Washington, D.C.: Nathan M. Cohen. 1955. 191 pp.

A list, with basic information, of about 3800 private and 600 public nondegree schools that offer semiprofessional training in roughly 300 technical fields.

Yearbook of American Churches [16·379] contains a directory of theological seminaries in the U.S.

The Yearbook of the Music World [16·293a] lists music schools of the world, emphasizing Germany and Western Europe.

16·394

Science

SEE ALSO Agriculture; Anthropology; Astronomy; Biology; Botany; Chemistry and Chemical Engineering; Engineering; Geology; Laboratories; Mathematics; Medicine; Meteorology; Mineralogy; Museums; Physics; Technology; Veterinary Medicine; Weights and Measures; Zoology.

The different general encyclopedias vary considerably in their usefulness as sources of information on science, especially in their coverage of various phases of science. For consistency and up-to-dateness of coverage, *American Peoples Encyclopedia* [5·1], with about a third of its total space devoted to scientific subjects, will probably prove the most frequently useful source of its type. *Collier's Encyclopedia* [5·1] contains a number of excellent longer articles on various major scientific subjects and excels in coverage of botany. On a more elementary level, *World Book Encyclopedia* [5·1] is effective in explaining basic scientific concepts in both text and illustration. For definitions of scientific terms, *Webster's New International Dic-*

tionary [7·1] is frequently as useful as a specialized scientific dictionary.

American Science and Invention [16·236] contains text and illustrations depicting numerous important American scientific advances.

Bibliography of Monolingual Scientific and Technical Glossaries. UNESCO. New York: Columbia University Press. 1955. 219 pp.

A listing of scientific and technical dictionaries in virtually every language in the world.

Bibliography of Scientific and Industrial Reports [9·2] indexes many valuable scientific papers.

Catalogue of Scientific Papers, 1800-1900 [8·5], with its accompanying subject index, provides a detailed bibliography of scientific reports of the nineteenth century.

Chambers's Technical Dictionary [16·432] covers many fields of science as well as technology, including botany, physics and chemistry, geology, medicine, and zoology. Definitions and spellings are British.

Concise Science Encyclopedia. G. E. Speck, ed. New York: Thomas Y. Crowell Company. 1955. 25 pp.

Up-to-date definitions and brief discussions of major scientific terms.

Critical Bibliography of the History and Philosophy of Science and the History of Civilization. George Sarton. In *Isis*, 1913–.

A quarterly cataloguing with annotations of current literature in the history of science, classified with author index.

A Dictionary of Science. E. B. Uvarov. Rev. ed. Baltimore: Penguin Books, Inc. 1951. 240 pp.

Brief definitions, with British spellings and usage, of more than 2000 common scientific terms.

Dictionary of Science and Technology in English-French-German-Spanish [7·3] lists some 10,000 English terms used in the physical sciences and related fields, with their equivalents in French, German, and Spanish. Also conversion tables from English weights and measures to the metric system and lists of technical abbreviations.

Directory of International Scientific Organizations [16·312], a UNESCO publication, contains detailed information on 196 scientific organizations with international membership.

Encyclopedia of Chemical Technology [16·88], though its contents are predominantly devoted to chemistry and chemical engineering, inevitably contains much information on related sciences which can be located through the index.

An Explaining and Pronouncing Dictionary of Scientific and Technical Words. W. E. Flood and Michael West. New York: Longmans, Green & Co., Inc. 1952. 397 pp.

Simply written definitions for the lay reader of some 10,000 terms in about 50 different scientific and technical fields. More than 1000 of the definitions are accompanied by explanatory illustrations.

French-English Science Dictionary [7·3] gives the English equivalents for most French terms in the agricultural, biological, and physical sciences. A special supplement covers aeronautical and electronic terms.

German-English and English-German Dictionary for Scientists [7·3] contains vocabularies in both languages for terms in chemistry, physics, mathematics, engineering, aeronautics, dynamics, biology, physiology, medicine, and other sciences.

German-English Dictionary of Technical, Scientific and General Terms [7·3] gives the English equivalents of German scientific terms, particularly in the physical sciences. Various tables of atomic weights, specific gravities, abbreviations, and signs and symbols.

Guide to the History of Science. George Sarton. Waltham, Mass.: Chronica Botanica Co. 1952. 316 pp.

In two parts, the first, a discussion of the history of science; the second, a classified bibliography of the subject.

Hackh's Chemical Dictionary [16·88], though emphasizing chemistry in its collection of definitions, contains also many related terms in such fields as physics, astrophysics, mineralogy, pharmacy, agriculture, biology, and medicine. Both U.S. and British usages are given.

Handbook of Scientific and Technical Awards in the U.S. and Canada 1900–1952 [16·350] lists virtually all scientific prizes and awards and their recipients during the period covered.

Hawley's Technical Speller [16·417] lists up-to-date accepted spellings for difficult words in many scientific fields, including chemistry, physics, biology, and medicine.

Hoyer-Kreuter Technological Dictionary [7·3] is a three-way dictionary in German, English, and French, defining terms in such phases of science as medicine, chemistry, agriculture, navigation, and applied sciences.

Index Bibliographicus [9·3] includes in Vol. 1 a list of periodicals in all languages that contain bibliographies and abstracts in scientific subjects.

Industrial Arts Index [8·5] gives references to articles appearing in more than 200 periodicals covering such sciences as chemistry, physics, and geology.

International Catalogue of Scientific Literature [8·5], now out of print, remains a guide to the scientific literature of 1901–1914.

An Introduction to Scientific Research. Edgar B. Wilson, Jr. New York: McGraw-Hill Book Company, Inc. 1952. 376 pp.

A guide for budding scientists to methods of scientific research and reporting on it. Each section includes a brief bibliography.

Introduction to the History of Science. George Sarton. Baltimore: The Williams & Wilkins Company. 1927-1947. 3 vols.

A more or less chronological account of the beginnings of science, with extensive bibliographies. An index in Vol. 3.

Scientific, Medical, and Technical Books Published in the United States of America [9·3], with its supplements, provides a well-selected annotated bibliography of virtually every important American scientific book published from 1930. Listings are classified and further indexed in detail.

Scientific and Learned Societies of Great Britain. 58th ed. New York: The Macmillan Company. 1957. 211 pp.

A revival of the *Yearbook of Scientific and Learned Societies*, published for more than a half century through 1939. Part I represents an innovation, being a description of the organization of scientific research in Great Britain. Part II consists of a detailed directory of some 600 scientific organizations in the British Isles classified in 15 groups and further grouped by the location of their headquarters. An index.

Scientific and Technical Abbreviations, Signs and Symbols. Oswald T. Zimmerman and Irwin Lavine. 2d ed. Dover, N.H.: Industrial Research Service. 1949. 541 pp.

A classified listing of the abbreviations, signs, and symbols customarily used in scientific circles and literature for a large number of scientific and technical terms, arranged by general subject. No index to terms or to abbreviations. The abbreviations given generally follow those adopted by the American Standards Association. An excellent collection but rather difficult to use effectively.

Scientific and Technical Serial Publications [8·2] contains an exhaustive classified listing of U.S. periodicals, annuals, and society publications in the fields of science and technology.

Scientific and Technical Societies of the United States and Canada [16·312] is a directory, with basic information, of U.S.

and Canadian scientific and technical organizations exclusive of trade associations.

Scientific Expeditions [16·462] lists a large number of major scientific expeditions. Bibliographies of source materials.

Scientific Institutions and Scientists in Latin America [14·4] contains basic information, with bibliographies, on major scientific organizations in various Latin-American countries.

Scientific Societies in the United States [16·312] records the growth of scientific organizations in the U.S. from the early eighteenth century on. Extensive bibliography.

Scientific Terminology. John N. Hough. New York: Rinehart & Company, Inc. 1953. 231 pp.

An outline of the systematic development of scientific terms from the Greek and Latin. Bibliographies.

Short History of Science. William Thomas Sedgwick. Rev. ed. New York: The Macmillan Company. 1939. 512 pp.

A basic textbook of the subject, useful for reference because of its extensive chronological tables and well-selected basic bibliographies.

"Smithsonian Scientific Series." New York: Series Publishers, Inc. 1943. 12 vols.

A collection of popularly written books on various aspects of general science, all indexed and well illustrated. The various volumes, all discussed separately in appropriate sections of this chapter are:

1. *The Smithsonian Institution* [16·291].
2. *Sun and the Welfare of Man* [16·278].
3. *Minerals from Earth and Sky* [16·280].
4. *North American Indians* [16·228].
5. *Insects* [16·230].
6. *Wild Animals In and Out of the Zoo* [16·19].
7. *Man from the Farthest Past* [16·20].
8. *Fishes, Amphibians, Reptiles* [16·167].
9. *Birds and Beasts* [16·19].
10. *Shelled Creatures and Geological History* [16·402].
11. *Old and New Plant Lore* [16·333].
12. *Great Inventions* [16·236].

The Study of the History of Science. George Sarton. Cambridge, Mass.: Harvard University Press. 1936. 75 pp.

Important for its well-selected bibliography.

Union List of Technical Periodicals [8·2] lists scientific and technical publications and the holdings of them in some 200 libraries of the Science-Technology Group of the Special Libraries Association.

Van Nostrand's Scientific Encyclopedia. 2d ed. Princeton, N.J.: D. Van Nostrand Company, Inc. 1947. 1600 pp.

A collection of several thousand entries on scientific and technical subjects in the fields of "aeronautics, astronomy, botany, chemical engineering, chemistry, civil engineering, electrical engineering, electronics and

radio, geology, mathematics, mechanical engineering, medicine, metallurgy, meteorology, mineralogy, navigation, photography, physics, statistics, zoology." Entries are signed by authorities. Some are bare definitions of terms, but most consist of fairly detailed discussions and explanations of subjects with the additional help of diagrams and drawings. While well organized and generally up to date, the work suffers occasionally from use of technical language.

World List of Scientific Periodicals Published in the Years 1900-1950 [8·2] is a detailed guide to scientific journals in all languages.

16·395

Sculpture

SEE ALSO *Art and the Arts*; *Wrought Iron. Contemporary Sculpture* [14·4], in addition to biographies of modern sculptors, contains many photographs of their works, comments on trends in modern sculpture, and an annotated bibliography.

History of Sculpture. George Henry Chase

and Chandler R. Post. New York: Harper & Brothers. 1925. 582 pp.

A basic textbook of the subject, organized by periods and countries. Reference features include numerous illustrations, a good basic bibliography, and an index of monuments and places listed in the work.

Seamanship. SEE *Navigation and Seamanship.*

Sea Shells. SEE *Shells.*

16·396

Secondary Schools

SEE ALSO *Business Education*; *Education*; *Schools.*

College and Private School Directory of the United States and Canada [16·103] includes in its listings preparatory and military schools in the U.S. and Canada as well as various other kinds of private secondary schools of a specialized nature.

Directory of Catholic Colleges and Schools in the United States [16·103] lists high schools, academies, boarding schools, and military schools in the U.S. under Roman Catholic direction.

Directory of Secondary Schools in the United States. U.S. Office of Education. Washington, D.C.: Government Printing Office. 1949- .

A frequently revised publication in two parts. One section lists public schools; the other, private schools. Each section follows a state and city organization. Basic information, including accreditation, is given for each listing.

The Girls' School Year Book. London: A. & C. Black, Ltd. 1907- .

A British publication of the Association of Head Mistresses, giving detailed information on all girls' public schools and a list of preparatory schools.

Handbook of Private Schools [16·393] lists both elementary and secondary private schools in the U.S.

Private Schools Illustrated. Boston: Porter Sargent, Publisher. 192 pp.

Descriptions with illustrations of some 250 selected private schools, most of them with secondary-school curricula, in the U.S.

The Public and Preparatory Schools Year Book. London: A. & C. Black, Ltd. 1890-.

An official annual publication of the Headmasters' Conference and of the Association of Preparatory Schools of Great Britain, giving detailed data on public and preparatory schools for boys in Britain.

16·397

Secretarial Science

SEE ALSO Business and Finance; Business Education; Business Machines; Correspondence; Filing.

Accounting for Secretaries [16·1] gives basic information on accounting and bookkeeping needed by secretaries in small offices.

Complete Secretary's Handbook. Lillian Doris and Besse May Miller. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1951. 682 pp.

A comprehensive guide to all aspects of a secretary's work, with much incidental information of use to her, well arranged for quick reference.

Handbook for Secretaries to Accountants, Controllers and Treasurers. Besse May Miller. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1955. 438 pp.

A reference guide to general secretarial work and to the specialized duties of secretaries to accountants, controllers, and treasurers.

Handbook for the Medical Secretary. Miriam Bredow. 3d ed. New York: McGraw-Hill Book Company, Inc. 1954. 400 pp.

An outline of the special duties, responsibilities, and problems of secretaries in hospitals, clinics, and physicians' offices, with much special reference information, including tables of useful data and a glossary of medical terms.

The Office Encyclopedia. N. H. Mager and S. K. Mager, eds. New York: Pocket Books, Inc. 1955. 501 pp.

An almanac of useful information for the secretary and other office workers, its contents include business English, office practices and procedures, correspondence, forms, mathematics, postal regulations, sources of informa-

tion, and much other miscellaneous information. Some illustrations and detailed index.

Reference Manual for Stenographers and Typists. Ruth E. Gavin and E. Lillian Hutchinson. New York: McGraw-Hill Book Company, Inc. 1951. 182 pp.

The basic rules of English grammar, punctuation, and usage and the special rules of business correspondence for the secretary and typist. Other sections cover such special forms as manuscripts, telegrams, reports, and legal forms. Detailed index, glossary of grammatical terms, and bibliography of useful office reference works.

The Secretary's Handbook. Sarah A. Taintor and Kate M. Monro. 7th ed. New York: The Macmillan Company. 1949. 573 pp.

"A manual of correct usage," this frequently revised work emphasizes correct English grammar, punctuation, etc., but also contains much other information helpful to the secretary and other office workers.

Secretaryship as a Career Field. Elsie G. Purvis. Washington, D.C.: National Association & Council of Business Schools. 21 pp.

"A handbook of vocational information," this pamphlet describes a secretary's work, how to train for it, what the scope and opportunities of the field are.

Standard Handbook for Secretaries. Lois Hutchinson. 7th ed. New York: McGraw-Hill Book Company, Inc. 1956. 1636 pp.

A well-organized guide to business correspondence, correct grammar and usage, with additional information on government regulations, business and legal forms, inventories, insurance, postal regulations, proofreading, and many other types of information useful to the secretary and other office employees.

16·398

Service Industries

SEE Air Conditioning; Building and Contracting; Business and Finance; Electricity and Electrical Engineering; Hotels and Motels; Interior Decoration; Merchandising; Nursing; Photography; Radio; Refrigeration; Restaurants; Salesmanship; Sewing and Dress-making; Television.

Information Sources for Small Businesses [16·69] contains classified bibliographies of source materials for small businesses, many of which are service industries.

Small Business Bibliography [16·69] contains a detailed listing of sources of material on service industries of many types.

16-399

Sewing and Dressmaking

SEE ALSO Dress; Knitting; Lace; Needlecraft.

A Complete Guide to Home Sewing. Sylvia K. Mager. New York: Pocket Books, Inc. 1952. 305 pp.

A detailed guide to all types of needlecraft, dressmaking, and sewing repairs, with diagrams where needed.

McCall's Complete Book of Dressmaking. Marian Corey. New York: The Greystone Press. 1951. 256 pp.

An illustrated guide to all phases of home dressmaking. Detailed index.

The Singer Sewing Book. Mary Brooks Picken. Rev. ed. New York: McGraw-Hill Book Company, Inc. 1953. 275 pp.

A guide to all types of sewing to be done on a sewing machine, with more than 1000 diagrams and other illustrations, including six color plates. Useful to both beginners and experienced seamstresses.

Standard Book of Sewing. Drucella Lowrie. New York: Doubleday & Company, Inc. 1947. 237 pp.

A guide to all types of sewing and dressmaking illustrated with numerous how-to-do-it diagrams. Index and glossary of sewing terms.

16-400

Sex

SEE ALSO Biology; Child Care and Guidance; Ethnology; Medicine; Psychiatry; Psychology; Sociology.

Dictionary of American Underworld Lingo, Dictionary of Slang and Unconventional English, and Dictionary of the Underworld, British and American [all 7-2] contain numerous definitions of words of a slang or colloquial nature referring to sex in all its manifestations. The first and third works confine their definitions, as their titles indicate, to the language of criminals; the second work, the largest of the three, covers general slang, though its emphasis is on British usage.

Facts of Life and Love for Teen-agers. Evelyn Millis Duvall. New York: Popular Library. 1950. 254 pp.

Prepared under the sponsorship of the YMCA, this work is essentially a sex-education guide written in chapter form without an index but with most information locatable through the table of contents. In addition to its explanation of sex, there are considerable data on dating.

The Illustrated Encyclopedia of Sex. Drs. Willy, Vander, Fisbie, and others. New York: Cadillac Publishing Co., Inc. 1950. 444 pp.

A guide to all aspects of sex and normal sexual relations, divided into six sections and 61 chapters. No index but a detailed table of contents. 176 illustrations and 15-page glossary of sex terms.

"The Legal Almanac Series" [16-253] includes two volumes on *Sex and the Statutory Law*.

Men: The Variety and Meaning of Their Sexual Experience. A. M. Krich, ed. New York: Dell Publishing Co., Inc. 1954. 319 pp.

A symposium of articles on various phases of male sex life by noted writers. Subject index, glossary of terms, and introduction by Margaret Mead.

Psychology of Sex. Havelock Ellis. New York: Garden City Books. 1933. 377 pp.

Perhaps the most famous and certainly one of the most respected manuals of the subject.

Sex after Forty. S. A. Lewin and John Gilmore. New York: Medical Research Press (paperbound edition, New York: Dell Publishing Co., Inc.). 1952. 191 pp.

A guide to the various sex problems of middle age, written in chapter form. Addenda include a detailed index, a glossary of terms, and a list of organizations specializing in emotional problems.

Sexual Adjustment in Marriage. Henry Olsen. New York: Henry Holt and Company, Inc. 1952. 310 pp.

A comprehensive guide to sex problems and sexual adjustment in marriage, well organized for reference and well illustrated.

Sexual Behavior in the Human Female. 1953. 842 pp.

Sexual Behavior in the Human Male. 1948. 804 pp. Alfred C. Kinsey and others. Philadelphia: W. B. Saunders Company.

These two volumes of the "Kinsey report" are too well known to need much description. For reference purposes, their chief value lies in their copious statistical data, much of it presented in tabular form and thus easily located.

Successful Marriage. Morris Fishbein and Ernest W. Burgess. Rev. ed. New York: Doubleday & Company, Inc. 1955. 545 pp.

A reference guide to all types of marital problems, emphasizing sex problems.

Women: The Variety and Meaning of Their Sexual Experience. A. M. Krich, ed. New York: Dell Publishing Co., Inc. 1953. 319 pp.

Like its companion volume *Men* (see above), this book is a symposium of articles by authorities on various phases of female sex life, indexed and containing a glossary of terms.

16·401

Shakespeare

SEE ALSO Drama; Literature; Poetry; Theater.

The *New Century Cyclopedia of Names* [5·2] contains brief entries on virtually every one of Shakespeare's plays, outlining the plot and giving some historical data, as well as entries on the more important characters in each of the plays.

Elizabethan Bibliographies [16·259f], a collection of concise bibliographies in pamphlet form, includes bibliographies of five Shakespearean plays, *Macbeth*, *King Lear*, *The Merchant of Venice*, *Othello*, and *Troilus and Cressida*, as well as of the sonnets.

Everyman's Dictionary of Shakespeare Quotations [16·369] arranges about 4000 selections, ranging from brief quotes to long extracts, from Shakespeare's works, under the heading of the works in which they appear. Brief summaries of each work. The quotations and extracts are fully indexed under key words and subjects.

Home Book of Shakespeare Quotations [16·369] is a massive compilation of quotations from Shakespeare's plays and poems that also constitutes a virtual concordance to his writings. Glossary of "unique words and phrases."

New and Complete Concordance or Verbal Index to Words, Phrases and Passages in the Dramatic Works of Shakespeare. John Bartlett. London: Macmillan & Co., Ltd. 1894. 1910 pp.

Still in print, now under the imprint of the St. Martin's Press, this book is probably the most complete index to Shakespeare's works in existence, indexing virtually every key word

in the text of both the plays and the sonnets. Reference to the plays is cited according to the Globe edition of 1891.

Outlines of Shakespeare's Plays. Homer A. Watt and others. New York: Barnes & Noble, Inc. 1947. 219 pp.

Brief histories and outlines of each of Shakespeare's dramas. Index of characters.

Pronouncing Dictionary of Shakespearean Proper Names. Theodora Irvine. New York: Barnes & Noble, Inc. 1944. 387 pp.

Pronunciations and identifications of all the personal and place names appearing in Shakespeare's works.

A Shakespeare Companion, 1550-1950. Frank Halliday. New York: Funk & Wagnalls Company. 1952. 742 pp.

An "Encyclopedia of Shakespeare," consisting of alphabetically arranged entries on virtually every aspect of Shakespeare's life and of Shakespearean studies, including biographical data on his friends, printers, publishers, players, critics, etc.; summaries of his plays; notes on his poems; and data on editions and productions. Also an excellent selected bibliography and a section of pictures.

Shakespeare in the Theatre, 1701-1800. C. B. Hogan. New York: Oxford University Press. 1952-1957. 2 vols.

A record of the performances of Shakespeare's plays in London during the eighteenth century. The first volume goes through 1750; the second continues the record. A chronological list of performances and an alphabetical listing of plays with performances and casts of characters, where possible. Appen-

dixes treat the popularity of Shakespeare and of specific plays and catalogue London theaters in use during the period. Index to actors and characters.

Shakespeare's Heraldry [16·212] analyzes the references to heraldry in Shakespeare's works, with numerous illustrations, including 21 in full color.

Shakespearean Synopses. Joseph W. McSpadden. New York: Thomas Y. Crowell Company. 1902. 322 pp.

"Outlines or arguments of the plays of Shakespeare," presented in fairly detailed form.

Stories of Shakespeare's Comedies. 1910. 336 pp.

Stories of Shakespeare's English History Plays. 1912. 315 pp.

Stories of Shakespeare's Tragedies. 1911. 349 pp. H. A. Guerber. New York: Dodd, Mead & Company, Inc.

These three volumes present a complete guide to the 14 comedies, 8 plays of English history, and 12 tragedies of Shakespeare. Plots are presented in scene-by-scene, act-by-act order.

A Topographical Dictionary of the Works of Shakespeare and His Fellow Dramatists. E. H. Sugden. Manchester: Manchester University Press. 1925. 599 pp.

A dictionary of each of the place names mentioned in Shakespeare's works, as well as of some occurring in the works of John Milton and Edmund Spenser. With each listing there is an identification, references to their mention in the works cited, and at least one reference to a further source of information.

16·402

Shells

SEE ALSO Hobbies; Marine Biology.

American Seashells. R. Tucker Abbott. Princeton, N.J.: D. Van Nostrand Company, Inc. 1954. 560 pp.

Descriptions and discussions, with illustrations, of more than 1500 different varieties of sea shells and mollusks to be found along the Atlantic and Pacific coasts of North and Central America. 24 color and 16 black-and-white plates. Information given includes life histories of each species, a standardized system of popular names, and other miscellaneous data of use to the amateur conchologist.

A Field Guide to Shells of the Atlantic and Gulf Coasts. 1947. 190 pp.

A Field Guide to Shells of the Pacific Coast and Hawaii. 1952. 220 pp. Percy A. Morris. Boston: Houghton Mifflin Company.

About 500 species are described in each of these companion volumes, with illustrations, including numerous ones in full color. Arrangement is by family and genus. Descriptions are in simple language, and common locations are given. Each volume includes a good glossary and an index.

Florida Sea Shells. Bertha D. E. Aldrich and Ethel Snyder. Boston: Houghton Mifflin Company. 1936. 122 pp.

A guide to the study and collection of sea shells, specifically those species to be found along the Atlantic and Gulf coasts of Florida.

Sections discussing how to identify shells and how to collect and mount them, a brief history of mollusks written in nontechnical language, a bibliography, and an index. Illustrations are in black and white.

Sea Treasure. Kathleen Yerger Johnstone. Boston: Houghton Mifflin Company. 1957. 254 pp.

A guide to the beginning collector of shells, including information on hunting for shells and cleaning, cataloguing, and mounting them.

The Shell Book. Julia Ellen Rogers. Boston: Charles T. Branford Company. 1951. 503 pp.

A reference guide to common shells of both U.S. coasts, organized by families and genera. Keys to quick identification of shells, numerous illustrations including eight color plates, and a glossary of shell names.

Shelled Creatures and Geological History. Ray S. Bassler. New York: Series Publishers, Inc. 1949.

Vol. 10 of the "Smithsonian Series," this devotes about a third of its space to an outline of geological history, emphasizing the geology of North America, and the remaining two-thirds to a general discussion of mollusks and shelled creatures. Bibliography, detailed index, and numerous illustrations, including 107 black-and-white and full-color plates.

16·403

Ships and Shipping

SEE ALSO Marine Architecture and Engineering; Navigation and Seamanship; Navy; Ports and Harbors; Transportation.

Aboard and Abroad [16·447] lists in its appendix the principal steamship lines serving Europe and the east coast of the U.S., with the addresses of the New York offices of each line.

All about Ships and Shipping. E. P. Harnack, ed. 9th ed. London: Faber & Faber, Ltd. 1953. 647 pp.

"A handbook of popular nautical information," covering ships and their construction from a nontechnical point of view, with numerous diagrams, plans, and photographs. Additional data include 30 pages of color plates showing house flags and funnels of shipping companies, national flags, and international code flags.

Canadian Official Railway Guide [16·373] includes a shippers' guide.

Flags, Funnels and Hull Colours. Colin Stewart. New York: John de Graff, Inc. 1953. 80 pp.

Contents include steamship-line house flags with data on their origins and an alphabetical list of lines, flags, funnels, and hull colors of lines of Great Britain, the Commonwealth countries, and the U.S., with matching color plates, 309 in all. Also shown in color are national flags and ensigns of major countries and the flags and funnels of 134 additional European, Asiatic, and Latin-American lines, with black-and-white illustrations of 30 others.

Liners and Their Recognition. Laurence Dunn. New York: John de Graff, Inc. 1953. 159 pp.

Brief descriptions, recognition notes, and illustrations of every important passenger liner in service of 10,000 gross tons or larger. Identifications are keyed to funnels, masts, and general hull shapes. The organization follows the normal area of operation for each vessel. There is an additional section covering charter vessels and troopships. With each listing, the names of owners and basic data on each vessel are included. Ship-name index.

Merchant Ships, World Built. Adlard Coles. New York: John de Graff, Inc. 1953-

An annual, heavily illustrated publication describing the new merchant vessels built throughout the world during each year covered. In addition to a discussion of new trends in ship design and shipbuilding, there are drawings and deck plans of selected ships, a summary of shipbuilding activities by nations, and an alphabetical register by ship name, giving owner, dimensions, tonnage, machinery, engines, and building. Owner index.

Pictorial History of American Ships. John Durant and Alice Durant. New York: A. S. Barnes and Company. 1953. 312 pp.

Text and pictures describing famous American ships and their builders, beginning with early times and coming down to the present. Several color illustrations and a number of maps.

Official Guide to the Railways and Steam Navigation Lines of the United States, Porto Rico, Canada, Mexico, and Cuba [16·373] includes a directory, with some schedules, of various steamship lines, limited primarily to those operating within the U.S. in intracoastal transport or to travel among the U.S., Canada, the West Indies, and Latin America.

Official Steamship and Airways Guide [16·447] lists passenger-ship sailings out of U.S. ports and contains a directory of steamship lines.

The Shipping World Year Book & Who's Who [14·4] contains in each annual edition a world-wide directory of shipowners, shipbuilders, ship repairers, marine-engine builders, and towage and salvage contractors. Arrangement is by countries.

Ship Recognition: Merchant Ships. Laurence Dunn. New York: John de Graff, Inc. 1952. 128 pp.

An identification guide primarily to types of vessels, though common examples of types are named and illustrated. Arrangement is in three parts: ships with engines aft, ships with engines amidships, and miscellaneous types. Each section contains further breakdowns. Glossary, simple tonnage explanations, and index of ship names and type names.

Ships of Steam. Lamont Buchanan. New York: McGraw-Hill Book Company, Inc. 1956. 192 pp.

A picture history of the development of steamships from the eighteenth century to the present. More than 200 illustrations accompanied by a running text. A separate section is devoted to ship sinkings and other disasters.

Ships of the Cunard Line. F. C. Dodman. New York: John de Graff, Inc. 1955. 142 pp.

Ships of the P & O Line. A. C. Course. New York: John de Graff, Inc. 1955. 78 pp.

Shoes. SEE Dress; Manufacturing.

16·404

Short Stories

SEE ALSO Fiction; Literature.

Best American Short Stories. Boston: Houghton Mifflin Company. 1915- .

An annual publication under varying editorship presenting selected short stories of U.S. authorship published during the year covered. Some general comments on the stories.

Best British Short Stories. Boston: Houghton Mifflin Company. 1922-1940. 19 vols.

A collection similar to the above.

Index to Short Stories. Ina Ten Eyck Firkins. 2d ed., enl. New York: The H. W. Wilson Company. 1928. 537 pp. Supplements: 1929; 337 pp. 1937; 287 pp.

An index by author and title of short stories appearing in collections, periodicals, and other works, with copious cross referencing. Works cited are all in English but include

Descriptions and histories, well illustrated, of many of the major vessels flying the British ensign.

Travel Routes around the World. Fredric E. Tyarks and Norman D. Ford, eds. Greenlawn, N.Y.: Harian Publications. 1935- .

An annually published "traveler's directory to passenger-carrying freighters and liners."

English translations of numerous foreign writers. Superseded by the following.

Short Story Index. Dorothy E. Cook and Isabel S. Monro. New York: The H. W. Wilson Company. 1953. 1553 pp. Supplement: 1956; 394 pp.

Supersedes the above-cited publication. This work indexes by author, title, and subject some 60,000 stories appearing in 4320 different collections. Items cited are limited to those intended for readers of ten years of age or older. No folklore, sketches, or short-short stories are included in the listings. The supplement indexes 9575 stories appearing in 549 collections issued in the years 1950-1954.

Subject and Title Index to Short Stories for Children [16·91] provides a graded guide to short stories for children appearing in collections.

Shrubs. SEE Trees and Shrubs.

16·405

Signs and Symbols

SEE ALSO Alphabet; Communications; Flags; Hallmarks; Map Making; Porcelain and Pottery; Religion. SEE ALSO 7·2 (Lists of Abbreviations).

The Complete Dictionary of Abbreviations [7·2] includes in its appendix a key to signs and symbols used in a wide variety of fields.

The Lost Language of Symbolism. Harold Bayley. New York: Barnes & Noble, Inc. 1913. 2 vols.

"An inquiry into the origin of certain letters, words, names, fairy-tales, folklore, and mythologies." Emphasis lies more on symbolism than on symbols as such.

The Picture Book of Symbols. Ernst Lehner. New York: Tudor Publishing Company. 1956. 96 pp.

A collection of illustrations of more than 1000 symbols, signs, and ideograms from many countries and periods, briefly identified.

Scientific and Technical Abbreviations, Signs and Symbols [16·394] depicts common and uncommon signs and symbols used in science and technology.

Symbols, Signs, and Signets. Ernst Lehner. Cleveland: The World Publishing Company. 1950. 221 pp.

A collection of several thousand symbolic designs selected primarily for their interest to

persons in the graphic arts but useful for art research, for collectors and connoisseurs, and for students of mythology, religion, anthropology, heraldry, and other fields. The text is brief. Primarily the contents consist of black-and-white line drawings of signs and symbols arranged by groups and traceable through the

table of contents. Groups include symbolic gods, astronomy and astrology, alchemy, magic and mysticism, religion, heraldry, monsters and imaginary figures, Japanese crests, marks and signets, watermarks, printers' marks, cattle brands, and hobo signs. Selected bibliography.

16·406

Silk

SEE ALSO Insects; Textiles.

Bibliography of the Technical Literature on Silk. F. O. Howitt. London: Hutchinson & Co. (Publishers), Ltd. 1946. 248 pp.

An annotated listing of book and periodical material relating to silk and its manufacture.

16·407

Silver

SEE ALSO Art and the Arts; Cutlery; Hallmarks; Handicrafts; Metallurgy.

American Silver. Kathryn C. Buhler. Cleveland: The World Publishing Company. 1950. 64 pp.

An illustrated brief guide to American silverware, largely antique.

The Book of Old Silver. Seymour B. Wyler. New York: Crown Publishers, Inc. 1937. 447 pp.

A guide to "the story of silver in all countries" covering English, American, and foreign silverware, including Sheffield ware. 100 illustrations plus reproductions of about 20,000

hallmarks covering virtually every known silversmith of the past.

The Book of Sheffield Plate. Seymour B. Wyler. New York: Crown Publishers, Inc. 1949. 188 pp.

A specialized guide to Sheffield plate, including the Victorian period, with reproductions of all known makers' marks.

Old Silver and Old Sheffield Plate. Howard Okie. New York: Doubleday & Company, Inc. 1928. 420 pp.

Histories of silver making in Great Britain, Ireland, various parts of Continental Europe, and the U.S., with tables of date letters and other marks and reproductions of makers' hallmarks.

16·407A

Skiing

SEE ALSO Sports; Winter Sports.

Ski New Horizons. Roland Palmedo. New York: A. S. Barnes and Company. 1956. 230 pp.

A guide to skiing around the world, prepared through Pan American World Airways, that gives the basic information on 28 different countries needed by the ski enthusiast.

Skin Diseases. SEE Dermatology.

16·408

Skin Diving

SEE ALSO Fishing; Sports; Swimming.

The Pocket Guide to the Undersea World. Ley Kenyon. New York: A. S. Barnes and Company. 1957. 256 pp.

A general guide for the beginner in skin diving, including information on diving techniques and equipment. Major fish found in coastal waters are listed and described, with

63 illustrations in color. A section on underwater photography and a list of diving clubs in the U.S.

Skin Diver's and Spearfisherman's Guide to American Waters. Hilbert Van Nydeck Schenck, Jr. Cambridge, Md.: Cornell Maritime Press. 1956. 63 pp.

A guide to "where to go and what you will

find when you get there," this book is useful for both beginning and experienced skin divers. The East and West coasts are covered as well as choice fresh-water spots. Illustrations include photos, maps, and diagrams.

Skin Diving and Exploring Underwater. John Sweeney. New York: McGraw-Hill Book Company, Inc. 1955. 176 pp.

A comprehensive guide to skin-diving equipment and techniques.

The Underwater Guide to Marine Life

[16·267] is designed especially to help skin divers identify the various types of undersea life they will encounter and contains many other valuable data for the underwater explorer. Numerous illustrations.

The Underwater World. John Tassos. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1957. 254 pp.

"A complete guide to diving, spearfishing, and other underwater secrets." Emphasis lies on diving techniques, equipment, and safety.

Slang. SEE Language. SEE ALSO 7·2 (Slang and Idiom).

Slogans. SEE Mottoes and Slogans.

16·409

Snakes

SEE ALSO Rattlesnakes; Reptiles.

Field Book of North American Snakes. Raymond L. Ditmars. New York: Doubleday & Company, Inc. 1939. 305 pp.

A guide to the identification of virtually every variety of snake to be found in the U.S., Canada, and Mexico, with informed and informative data on each snake's habits, biological structure, and habitat. Both popular and scientific names are given. Numerous illustrations.

Handbook of Snakes of the United States and Canada. Albert H. Wright and Anna A.

Wright. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1957. 2 vols.

A comprehensive guide to all species of snakes to be found in North America, giving names, habitat, full description, etc. Illustrations include both photos and maps. Bibliography.

Snakes as Pets. Hobart M. Smith. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 50 pp.

An elementary guide to the care, breeding, and taming as pets of the various nonpoisonous snakes commonly found in the U.S. 24 illustrations.

16·410

Soccer

SEE ALSO Football; Sports.

North American Soccer Guide. Brooklyn, N.Y.: William Graham. 1948- .

An annual publication, averaging about 150 pages, containing the history of soccer and giving its rules and records as well as information concerning organizations engaged in the sport.

Official NCAA Soccer Guide. Forest Hills, N.Y.: National Collegiate Athletic Association.

A triennially revised publication giving the rules and records of the sport and containing data on college conferences and teams engaged in it.

Socialism. SEE Communism; Economics; Political Science.

16·411

Social Science

SEE ALSO Anthropology; Archaeology; Criminology; Economics; Education; Ethnology; History; Language; Law; Philosophy; Political Science; Psychology; Religion; Sociology; Vital Statistics.

Since the field of social studies is so broad, it would be difficult to select any general reference source as superior to another in this field. Generally speaking, those encyclopedias that contain the more dis-

cursive survey articles tend to lay more emphasis on the social studies. However, for recommendations for specific fields, it is suggested that you consult the headings listed above.

Bulletin of the Public Affairs Information Service [8·5] constitutes a guide to current literature in such fields of the social sciences as political science, economics, and sociology. Books, pamphlets, and material in some 1000 periodicals are covered by the index.

A Directory of Social Science Research Organizations in Universities and Colleges [16·312] constitutes a guide to social science projects and the personnel involved in 104 U.S. colleges.

Encyclopaedia of Religion and Ethics [16·379] contains numerous entries in such branches of the social sciences as philosophy, religion, psychology, archaeology, and anthropology of a highly authoritative and comprehensive nature.

Encyclopaedia of the Social Sciences. E. R. A. Seligman, ed. New York: The Macmillan Company. 1930-1935. 15 vols.

Sponsored by the American Association of Learned Societies, this work is the first, and as yet only, work to attempt to cover all phases of the social studies. It encompasses philosophy, psychology, religion, political science, sociology, archaeology, anthropology, criminology, and social service. It approaches the subject through a series of alphabetically arranged entries, including both topics in the field and biographies of deceased persons noted in some aspect of the general subject. Each entry is signed by an authority, and most entries carry detailed bibliographies. There is an index in the final volume. Vol. 1 includes a history of the development of the social sciences and a discussion of the status of social research in various major countries. Rapid changes in social theories and attitudes have now made the work rather out of date in many aspects, but much of the material remains useful. Some critics of the encyclopedia have attacked some articles as being

unwarrantedly leftist in their approach; some readers may wish thus to exercise caution in using material in especially sensitive subjects.

Essay and General Literature Index [8·4] indexes much material in the social sciences.

The Handbook of Latin American Studies [15·3], an annual, contains reference materials in the social sciences and humanities, digesting current literature in the fields published in Latin America.

Index Bibliographicus [9·3], a UNESCO publication, devotes its Vol. 2 to the social sciences, education, and humanistic studies, indexing and classifying the literature of the world in these fields.

International Index to Periodicals [8·4] covers more than 225 English-language periodicals, primarily of a specialized nature and emphasizing such social study fields as economics, sociology, political science, labor, public opinion, language, anthropology, archaeology, philosophy, religion, and history.

Language of Social Research. P. F. Lazarsfeld and Morris Rosenberg. Glencoe, Ill.: Free Press. 1955. 590 pp.

A comprehensive guide to the jargon of the social scientist.

Research Materials in the Social Sciences. Louis Kaplan. Madison, Wis.: University of Wisconsin Press. 1949. 36 pp.

A guide to basic reference sources for the more or less beginner in social studies.

Social Science Abstracts. New York: Social Science Abstracts, Inc. 1929-1933. 5 vols.

During the period of publication, this work provided an index to the periodical literature of the world in the social sciences, with abstracts of the most important material covered.

Universal Jewish Encyclopedia [16·243] contains numerous entries in such fields of the social sciences as history, religion, philosophy, psychology, and related subjects.

16·412

Social Security

SEE ALSO Government—United States; Insurance.

How to Get It from the Government [16·199] covers the basic regulations governing Social Security.

Know Your Social Security. Arthur Larson. New York: Harper & Brothers. 1955. 220 pp.

A handbook covering all phases of social security, brought up to date to include changes

in regulations made in 1955. Much of the discussion uses the case method. The entire contents are organized for quick reference.

"The Legal Almanac Series" [16·253] devotes a volume to *State Social Security Laws*.

16·413 Social Service

SEE ALSO Adoption; Adult Education; Blindness; Child Care and Guidance; Criminology; Education; Foundations; Government; Handicapped; Hospitals; Industrial Health and Medicine; Missions; Nursing; Organizations; Philanthropy; Public Health; Social Science; Veterans' Affairs.

Dictionary of Social Welfare. Earl Fiske Young. New York: Social Sciences Publications. 1948. 218 pp.

Definitions of technical, psychological, and slang terms used in all phases of social work.

Directory for Exceptional Children [16·209] lists public and private institutions, clinics, organizations, and public agencies engaged in work for mentally retarded children.

Directory of Agencies in Race Relations [16·312] lists national, state, and local agencies engaged in activities designed to improve interracial relations.

Directory of Social and Health Agencies of New York City [16·361] lists public and private agencies in New York engaged in all phases of social service.

International Directory of Nation-Wide Organizations Concerned with Family, Youth and Child-welfare [16·312], a UN publication, lists names and addresses of some 1800 governmental and private organizations in social service in 48 countries.

Societies. SEE Organizations.

16·414 Sociology

SEE ALSO Anthropology; Civil Rights; Communications; Cooperatives; Criminology; Economics; Ethnology; Holidays and Anniversaries; Language; Religion; Social Science; Vital Statistics.

Dictionary of Sociology. Henry Pratt Fairchild, ed. New York: Philosophical Library, Inc. 1944. 342 pp.

Social Security Almanac. New York: National Industrial Conference Board, Inc. 1949. 112 pp.

"A handbook of facts about voluntary and compulsory provision for social security in the United States and other countries."

International Directory of Schools of Social Work [16·393], a UN publication, lists virtually every school of social service in the world.

Public Welfare Directory. Chicago: American Public Welfare Association. 1940- .

An annual publication, averaging about 400 pages in length, it lists Federal, state, local, and regional agencies in the U.S. engaged in some phase of public welfare work, as well as Canadian agencies. The appendix gives the regulations on various welfare assistance programs in each state; information on salaries, etc., of welfare officials; and other miscellaneous regulations and information. Also a list of other directories in the field.

Social Work Year Book. New York: American Association of Social Workers. 1930-.

A generally biennial publication published through 1949 by the Russell Sage Foundation. Each edition contains articles of current interest on various phases of social service programs and activities, with notes on current literature in the field arranged alphabetically. In addition, a comprehensive directory of national agencies in the field, a list of international and Canadian agencies, and a list of periodicals in the field.

Youth-Serving Organizations [16·312] lists national organizations devoted to the social welfare of youth, about 250 in all.

A collection of articles defining and discussing in concise form the various terms and concepts of sociology.

Encyclopaedia of Religion and Ethics [16·379] includes a number of entries pertaining to various aspects of sociology, especially as related to religion and religious practices.

Encyclopaedia of the Social Sciences [16·411] contains lengthy articles discussing the major terms and concepts of sociology. The bibliographies are especially useful.

Handbook of Sociology. Edward Byron

Reuter. New York: The Dryden Press, Inc. 1941. 233 pp.

A companion to sociological studies, giving definitions of terms and other background information of use. The organization facilitates reference.

Soils and Soil Conservation. SEE Agriculture; Conservation.

16·415

Solar Energy

SEE ALSO Astronomy; Physics; Technology.

Applied Solar Energy Research. E. J. Burda, ed. Stanford, Calif.: Stanford Research Institute. 1955. 298 pp.

"A directory of world activity and bibliography of significant literature," this work includes the names of persons and organiza-

tions in 27 countries engaged in solar-energy research, with notes on their programs and activities and an annotated list of publications in the field.

Sun and the Welfare of Man [16·278] discusses the basic theory of the use of solar energy.

16·416

Songs and Singing

SEE ALSO Ballads; Folk Music; Jazz; Music; Opera; Popular Music.

All about Christmas [16·93] devotes a section to Christmas carols and carol singing.

Children's Song Index. Helen Grant Cushing. New York: The H. W. Wilson Company. 1936. 798 pp.

An especially detailed index to some 22,000 songs appearing in 189 collections of songs, only 11 of which are indexed in *Song Index* (see below). The index is by titles, authors and composers, subject, and first lines, with the main listing under titles. Exceptionally thorough cross references.

Dictionary of Vocal Themes. Harold Barlow and Sam Morgenstern. New York: Crown Publishers, Inc. 1950. 547 pp.

A specially developed and highly ingenious system permits the location and identification of a wide variety of vocal themes appearing in standard music.

The International Encyclopaedic Who Is Who in Music [14·4] lists the songs of U.S. colleges and universities and the theme songs of various radio and TV programs, dance bands, and individual performers.

Song Index. Minnie Earl Sears. New York: The H. W. Wilson Company. 1926. 650 pp. Supplement: 1934; 367 pp.

The basic volume indexes more than 12,000 songs in 177 song collections by titles, first lines, and names of authors and composers. The main listing is under the title. The supplement lists about half again as many songs.

Sororities. SEE Fraternities and Sororities.

Sound. SEE Acoustics; High Fidelity; Physics.

Speechmaking. SEE Public Speaking.

Speleology. SEE Caves.

16·417

Spelling

SEE ALSO Punctuation. SEE ALSO the many word books listed in Chapter 7.

Hawley's Technical Speller. Gessner G. Hawley and Alice W. Hawley. New York:

Reinhold Publishing Corporation. 1955. 146 pp.

A simple listing in alphabetical order of about 7500 technical words the spelling of

16·418 SPICES

which occasionally causes difficulty or is not wholly standardized. Also a list of words with the prepositions that properly follow them.

How Divide the Word. 6th ed. Kingsport, Tenn.: Southern Publishers, Inc. 1939. 250 pp.

A guide to the proper hyphenation of words, primarily useful for typists, proof-readers, and others who frequently require such information and find an unabridged dic-

tionary cumbersome and time-consuming to use.

A Manual of Style [4·4] gives the preferred spellings for numerous words and names about which there is some doubt.

Standard Handbook for Secretaries [16·397] devotes a section to spelling as related to business correspondence.

Words into Type [4·4] contains a useful guide to proper spelling.

16·418 Spices

SEE ALSO *Cooking*; *Food Preservation*; *Herbs*; *Plant Life*.

The Home Garden Book of Herbs and Spices [16·213] discusses the cultivation of plant sources of spices that grow in North America.

The Story of Spices. J. W. Parry. New York:

Chemical Publishing Company, Inc. 1953. 200 pp.

A pleasantly written history of spices and their use, with a story of the spice trade. The book is indexed, and in the appendix there is a table of the spices, with their origin and composition.

16·419 Spiders

SEE ALSO *Animal Life*.

American Spiders. Willis J. Gertsch. Princeton, N.J.: D. Van Nostrand Company, Inc. 1949. 285 pp.

Full descriptions of the various species of spiders that are found in North and South America, illustrated with 45 full-color and 74 black-and-white plates.

Book of Spiders. W. S. Bristowe. London: King Penguin Books, Ltd. 1947. 34 pp.

Brief descriptions of the more common types of spiders. 24 full-color plates.

Our Insect Foes and Friends and Spiders [16·230] is an illustrated guide to spiders, as

well as insects, with a running text accompanying numerous black-and-white and full-color photographs.

The Spider Book. John Henry Comstock. Rev. ed. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1940. 740 pp.

"A manual for the study of the spiders and their near relatives, scorpions, pseudoscorpions, whip-scorpions, harvestmen, and other members of the class Arachnida, found in America north of Mexico, with analytical keys for their classification and popular accounts of their habits." Bibliography, index, and 770 illustrations, including many in full color. By far the most comprehensive and authoritative work in the field.

16·420 Sports

SEE ALSO *Archery*; *Baseball*; *Basketball*; *Billiards*; *Boats and Boating*; *Camps and Camping*; *Fishing*; *Football*; *Games and Recreations*; *Gymnastics*; *Handball*; *Hockey*; *Horse Racing*; *Horses*; *Hunting*; *Jujitsu*; *Lacrosse*; *Mountain Climbing*; *Polo*; *Rugby*; *Skiing*; *Skin Diving*; *Swimming*; *Tennis*; *Track and Field Sports*; *Weightlifting*; *Winter Sports*; *Wrestling*; *Yachting*.

Until fairly recently, the general encyclopedias have tended to ignore sports as

a subject worthy of considerable treatment. Thus, the older sets contain few entries on sports topics. Perhaps the best treatment is to be found in the sets intended for juvenile and school use, and the coverage in *World Book Encyclopedia* [5·1] of the different major sports is reasonably complete. Comparable treatment on a more adult level will be found in the *American Peoples Encyclopedia* [5·1]. The *American Peoples Encyclopedia Yearbook* [6·1] also reviews

the sports events of the year covered in detail. Sports records, champions, and other statistical data are to be found in *Information Please Almanac*, "Today," and the *World Almanac* [all 6·2]. Each year *The New York Times* includes a special supplement reviewing the sports records and winners of the previous year. This supplement may be located through *The New York Times Index* [8·3].

All-Sports Record Book. Frank G. Menke. New York: A. S. Barnes and Company. 1950. 326 pp.

A comprehensive listing of records and champions in virtually every competitive sport.

All-Sports Rule Book. H. V. Porter. New York: A. S. Barnes and Company. 1952. 153 pp.

The official rule book of the National Federation of State High School Athletic Associations, this book contains the rules for football, six-man football, touch football, soccer, baseball, basketball, and track and field sports.

Armed Forces Sports Almanac. Harrisburg, Pa.: The Military Service Publishing Co. 1953. 577 pp.

The complete records in all sports of Army, Navy, Air Force, Marine Corps, and Coast Guard teams and players, giving names, records, scores, and statistics. Listings include some 3000 teams and 40,000 players in 15 different sports.

The Basic Book of Sports. Don Cash Seaton and others. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1956. 213 pp.

Introductory material includes a discussion of the relationship between sports and health and culture and health as well as a treatment of basic physical activities. The histories and rules of 28 individual and team sports are then outlined. Bibliographies and numerous diagrams and photographs.

British and American Sporting Authors [14·4] contains a useful bibliography of the literature of sports.

Champions' Book of Sports. Louis R. Oshins, ed. New York: Garden City Books. 1949. 192 pp.

Detailed how-to-do-it information on golf, skiing, softball, swimming, track and field

sports, and ice hockey, with many informative illustrations.

The Dictionary of Games [16·187] is devoted primarily to games involving physical activity and tells how to play 458 outdoor, indoor, covered court, and gymnasium games.

The Dictionary of Sports. Parke Cummings. New York: A. S. Barnes and Company. 1949. 572 pp.

Definitions of several thousand sports terms in virtually every type of sports, including playing terms, equipment, rules, etc. A number of useful illustrations.

The Encyclopedia of Sports. Frank C. Menke. New and rev. ed. New York: A. S. Barnes and Company. 1953. 1018 pp.

Comprehensive information on virtually every sport played in America and Europe, with history, rules, champions, records, etc. The most complete and most authoritative source on the subject, well indexed.

The Family Book of Games and Sports [16·187], though primarily concerned with party and family games, does give how-to information on a number of indoor and outdoor sports.

Hammond's Sports Atlas of America. Emil L. Jordan. New York: C. S. Hammond & Co., Inc. 1956. 63 pp.

Maps and basic information constituting a general guide to fishing, hunting, and other outdoor sports in the U.S. and Canada.

The National Catholic Almanac [16·386] contains considerable statistical information on sports, especially amateur sports under Catholic sponsorship, such as the boxing tournaments sponsored by the Catholic Youth Organization.

Official Handball Rules [16·208] also includes the rules for volleyball, codeball, and horseshoe pitching.

Official Handbook. New York: Amateur Athletic Union of the United States.

An annual publication, including the constitution of the organization, its by-laws, a directory of members, and other basic information.

The Outdoor Encyclopedia. Ted Kesting, ed. New York: A. S. Barnes and Company. 1956.

A guide to the enjoyment of a wide variety of outdoor activities, emphasizing especially informal and individual sports, such as archery, skating, and skiing. Each section is prepared by an authority. Numerous illustrations.

The Pageant of America [15-4] devotes Vol. 15 to a pictorial history of sports in the U.S.

Pictorial History of American Sports. John Durant and Otto Bettmann. New York: A. S. Barnes and Company. 1952. 280 pp.

A story of sports history in the U.S. from colonial times to the present told in several hundred pictures with a running text.

The Spectator's Handbook. John Barclay Pick. New York: Sport Shelf. 1957. 144 pp.

Rules and playing methods of major British sports designed to aid the spectator's appreciation of play. General athletics, soccer, cricket, rugby, boxing, and lawn tennis are covered.

16-421 Square Dancing

SEE ALSO Dance and Dancing; Folk Music.

History of Square-Dancing. S. Foster Damon. Worcester, Mass.: American Antiquarian Society. 1952. 38 pp.

A brief discussion of the development of square dancing in America, reprinted from the *Proceedings of the American Antiquarian Society*. The bibliographical notes are useful.

Square Dance! Ralph J. McNair. New York: Garden City Books. 1951. 188 pp.

An illustrated, how-to-do-it guide to 47 different popular square dances. The calls are included.

The Square Dancers' Guide. Gene Gowing. New York: Crown Publishers, Inc. 1957. 159 pp.

Directions and calls for major square dances, with a history of square dancing.

16-422 Stamp Collecting

SEE ALSO Hobbies; Postal Service.

The American Stamp Collector's Dictionary. Harry M. Konwiser. New York: Grosset & Dunlap, Inc. 1949. 309 pp.

Definitions of stamp-collecting terms and entries on different U.S. terms and on postal history. 2000 entries in all and 269 illustrations.

Catalogue of United States Stamps. New York: Scott Publications, Inc.

An annual reprint of the U.S. section of Scott's larger catalogue (see below) plus considerable additional data for the specialized collector.

Commemorative Stamps of the World. P. H. Thorp. New York: Scott Publications, Inc. 1934. 512 pp.

A catalogue of commemorative stamps from all countries.

Complete Guide to Stamp Collecting. P. H. Thorp. New York: Grosset & Dunlap, Inc. 1953. 175 pp.

A how-to-do-it guide to the mechanics of philately.

A Description of United States Postage Stamps. U.S. Post Office Department.

Washington, D.C.: Government Printing Office.

A frequently revised pamphlet describing, but not giving prices, of all U.S. postage stamps issued from the initial date of July 1, 1847, to the time of publication.

The 19th Century Postage Stamps of the U.S. Lester G. Brookman. New York: H. L. Lindquist Publications. 1947. 2 vols.

A detailed guide for the advanced collector of U.S. stamps, discussing and describing the various issues, emphasizing the prize collectors' items. Numerous illustrations.

A Stamp Collector's Encyclopedia. R. J. Sutton. New York: Philosophical Library, Inc. 1951. 263 pp.

Definitions of philatelic terms. Several illustrations. Especially useful are the brief postal histories of the different countries.

Standard Catalogue of Postage Stamps of the World. Ipswich, England: Whitfield King & Co. 1899- .

A frequently revised work giving complete listings of virtually every stamp ever issued in the world, with standard prices in British currency. Part I covers the British Empire;

Part II the rest of the nations of the world. Nearly every stamp listed is depicted, with some 10,000 illustrations in recent editions. The catalogue is aimed to serve the ordinary rather than the advanced collector. The arrangement is alphabetical by country and chronological within a country.

Standard Handbook of Stamp Collecting. Richard McP. Cabeen. New York: Thomas Y. Crowell Company. 1957. 646 pp.

A comprehensive guide to all phases of stamp collecting. Glossary, appendix of miscellaneous tabular data, and detailed index.

Stars. SEE Astronomy.

State Government. SEE Government—States. SEE ALSO 11·2.

16·423

Statistics

SEE ALSO Agriculture; Business and Finance; Communications; Economics; Manufacturing; Mining and Quarrying; Natural Resources; Trade and Commerce; Transportation; Vital Statistics. For sources of statistical information on more specialized subjects, see the appropriate subject headings.

The practices of the general encyclopedias in presenting statistical data vary considerably. As a general rule, the sets intended for juvenile use tend to avoid statistics or, at least, exact dated statistics. The adult encyclopedias include considerably more statistical data. Perhaps the largest amount of this type of information is to be found in *Encyclopedia Americana* and the *American Peoples Encyclopedia* [both 5·1], the latter including an unusually large number of statistical tables. The annual supplements [both 6·1] of these encyclopedias also contain much statistical information as does also the *Britannica Book of the Year* [6·1]. The various general almanacs, especially the *World Almanac* [6·2], are extremely valuable sources of statistics.

Canada Year Book. Bureau of Statistics. Ottawa: Queen's Printer. 1906— .

An annual publication, "the official statistical annual of the resources, history, institutions and social and economic conditions of Canada," comprehensive, exhaustive, and well

Standard Postage Stamp Catalogue. New York: Scott Publications, Inc. 1867— . 1 or 2 vols.

A complete catalogue of standard postal stamps of all countries, most of them illustrated, with current market prices quoted in U.S. currency. Part I covers North and South America and the British Empire. Part II covers the countries of Europe, Asia, and Africa not included in Part I. Organization is chronological within countries. Parts I and II can be purchased separately or in a single volume. The standard catalogue used by most U.S. collectors.

organized for reference purposes. Virtually every facet of Canadian life is covered.

Handbook of Probability and Statistics with Tables. Sandusky, Ohio: Handbook Publishers, Inc. 1953. 332 pp.

A summary of the theory and working techniques used in solving problems in probability and statistics with basic material needed for solving such problems in the fields of physics, chemistry, biology, medicine, psychology, economics, and engineering. Part I of the handbook covers theory and formulas. Part II presents tables of distribution and other quantities needed in solving problems.

Historical Statistics of the United States. Washington, D.C.: Government Printing Office.

A periodically revised supplement to the *Statistical Abstract of the United States* (see below), presenting summaries of major statistical data on vital statistics, economics, and cultural life, dating back to 1789 when such figures are available.

Mathematics Dictionary [16·271] includes an exhaustive coverage of definitions of statistical terms.

Monthly Bulletin of Statistics. New York: United Nations. 1947— .

A summary of the more important statistical data collected by the UN, with contents varying from month to month.

A Simplified Guide to Statistics, for Psychology and Education. G. Milton Smith. Rev.

and enl. ed. New York: Rinehart & Company, Inc. 1946. 109 pp.

A fairly technical guide for the trained statistician covering the application of statistical techniques to studies in education and psychology. Many of the data are given in tabular form. No index but a detailed table of contents.

Statistical Abstract of the United States. Washington, D.C.: Government Printing Office. 1879- .

An annual publication presenting the most important statistical information gathered by all branches of the Federal government, covering vital statistics, political data, economic life, and some cultural subjects. Most of the data are presented in tabular form and are well organized for reference. Some of the statistics are retrospective for from ten to twenty years, but for full retrospective information consult the abstract's supplement *His-*

torical Statistics of the United States (see above).

Statistical Services of the United States Government. U.S. Bureau of the Budget. Washington, D.C.: Government Printing Office. 1952. 78 pp.

An outline of the economic and social statistical programs carried on by various branches and agencies of the U.S. government, telling where the various programs are carried on, how data are collected, and how and where the information is available.

Statistical Yearbook. New York: United Nations. 1949- .

An annual publication containing a summary of the most important statistical data in a wide variety of fields and covering all countries, collected by the UN and subordinate agencies during each year. Some of the data are retrospective.

Statutes. SEE Congress; Law; Legislation.

Stocks and Bonds. SEE Investments.

Streets. SEE Names (Place); Roads and Highways. SEE ALSO various guidebooks cited in Chapter 15.

Structural Engineering. SEE Building and Contracting; Engineering.

Succulent Plants. SEE Cactus.

16·424

Sulfur

SEE ALSO Mining and Quarrying.

The Sulphur Data Book. William N. Tuller, ed. New York: McGraw-Hill Book Company, Inc. 1954. 143 pp.

Basic information on sulfur, its nature, physical and chemical properties, reaction thermodynamics, solubility, and methods of analysis, designed for chemists and engineers. Sulfuric acid conversion tables.

Summer Camps. SEE Camps and Camping.

Sun. SEE Astronomy; Solar Energy.

16·425

Superstitions

SEE ALSO Ethnology; Folklore; Magic.

Book of Days [16·127] gives many of the superstitions connected with holidays and other events.

Curiosities of Popular Customs [16·155] contains numerous entries on common superstitions and how they have developed.

Dictionary of Magic [16·263] touches on many superstitions, especially those involved in witchcraft, divination, and others of the "black arts."

Encyclopaedia of Superstitions. E. Radford and M. A. Radford. New York: Philosophical Library, Inc. 1949. 269 pp.

A collection of some 23,000 different superstitions, arranged under headings of the objects or subjects with which they are associated. Most of them are common in the British Isles, though some African, Continental European, and a few peculiarly American beliefs are included. The origins are traced where possible. Brief bibliography.

Funk & Wagnalls Standard Dictionary of Folklore, Mythology, and Legend [16·173] describes and discusses the origins of numerous superstitions of all peoples under appropriate subject headings.

16·426

Supreme Court

SEE ALSO Government—United States; History; Law.

The *New Century Cyclopedia of Names* [5·2] contains several hundred entries under the titles of famous Supreme Court

The Handy Encyclopedia of Useful Information [6·3] includes a "Dictionary of Superstitions."

The Lore of Birthdays [16·53] includes the superstitions connected with birthdays and their observance.

Treasury of American Superstitions. Claudia de Lys. New York: Philosophical Library, Inc. 1948. 494 pp.

Descriptions and discussion of the origin of a wide variety of superstitions common to the U.S., arranged under 24 broad subject headings and indexed in detail.

16·427

Surgery

SEE ALSO Medicine.

Lippincott's Quick Reference Book for Medicine and Surgery [16·275] contains brief data on diseases requiring surgery, designed primarily for use by physicians and medical technicians.

"**Practical Medicine Year Books**" [16·275] has since 1901 published a *Year Book of*

decisions, giving the basic historical information on them.

Encyclopedia of American History [16·216p] devotes a section to listing and describing leading Supreme Court decisions in chronological order.

General Surgery, containing abstracts of the important current literature on the subject, including asepsis, operative techniques, and anesthesia.

Standard Nomenclature of Diseases and Operations [16·275] gives the standard terminology of surgical operations accepted by the American Medical Association.

16·428

Swimming

SEE ALSO Skin Diving; Sports.

Official NCAA Swimming Guide. Forest Hills, N.Y.: National Collegiate Athletic Association.

A triennially revised publication outlining in about 150 pages the rules of competitive amateur swimming and the official records and discussing amateur swimming sports organizations.

Symbols. SEE Signs and Symbols.

16·429

Symphonies

SEE ALSO Music; Recordings.

The Concert Companion. Robert Bagar and Louis Biancolli. New York: McGraw-Hill Book Company, Inc. 1947. 750 pp.

A collection of informative concert notes on more than 750 compositions, primarily symphonies, by some 150 composers. The

chronological range is from the Bach-Beethoven period to contemporary times.

Everybody's Music. Schima Kaufman. New York: Thomas Y. Crowell Company. 1938. 320 pp.

Program notes on about 500 popular symphonies and ballets, including playing times.

Standard Concert Guide. George P. Upton and Felix Borowski. New York: Blue Ribbon Books, Inc. 1940. 551 pp.

A guide to the composition and performance of more than 500 standard symphonic works.

The Story of 100 Symphonic Favorites. Paul Grabbe. New York: Grosset & Dunlap, Inc. 1940. 300 pp.

Extensive descriptions and comments on selected popular symphonies.

Synonyms. SEE 7·2 (Synonyms and Antonyms).

16·430

Synthetic Substances

SEE ALSO Chemistry and Chemical Engineering; Materials; Plastics; Recipes and Formulas; Textiles.

American Handbook of Synthetic Textiles. Herbert R. Mauersberger and others. New York: Textile Book Publishers, Inc. 1952. 1216 pp.

"A practical text and reference book for the entire textile and related industries," this work includes a wide variety of reference

Thesaurus of Orchestral Devices. Gardner Read. London: Sir Isaac Pitman & Sons, Ltd. 1953. 631 pp.

Summaries and guides to the orchestration of several hundred famous and popular symphonies. Those selected date from 1621 to the present. Special features include "A Comparative Table of Ranges," with orchestrations arranged chronologically; a "Table of Nomenclature of Orchestral Instruments," with terminology given in English, French, German, and Italian; and a chart of the evolution of the symphony orchestra.

data, primarily designed for use by technicians. Bibliographies.

Encyclopedia of Substitutes and Synthetics. Morris D. Schoengold. New York: Philosophical Library, Inc. 1943. 328 pp.

Brief but comprehensive entries under substances and products connected with synthetics of all types, include many trade-name products. Descriptions, including properties, and uses are given. The language is largely non-technical.

Tartans. SEE Clans and Tartans, Scottish.

16·431

Taxation

SEE ALSO Business and Finance; Customs and Duties; Government; Political Science.

Information Please Almanac [6·2] carries up-to-date information about U.S. taxes.

Book of the States [16·198] includes biennially revised data on the tax structures of each of the 48 states.

Canadian Master Tax Guide. Chicago: Commerce Clearing House, Inc.

A frequently revised publication covering the tax structure, rules, and regulations of Canada. Indexed. Reprints of portions of this publication may be obtained from the publishers under the titles *Canadian Income Tax Regulations* and *Canadian Sales and Excise Tax Guide*.

Encyclopedia of Tax Procedures. J. K. Lasser. Englewood Cliffs, N.J.: Prentice-Hall, Inc. 1956. 1632 pp.

A guide to all phases of tax matters for the businessman, including keeping of tax records, calculating taxes, government taxation forms, etc.

Everyman's Income Tax. Chicago: Commerce Clearing House, Inc.

An annually revised publication of about 64 pages explaining succinctly the basic rules of the U.S. Federal income tax and how to go about paying it. Rate tables and check list. Indexed topically.

Federal Taxes. New York: The H. W. Wilson Company. 1952.

Part 2 of Vol. 24 of "The Reference Shelf" [16·128], supplying debate and discussion material on U.S. Federal taxation.

Income, Estate and Gift Tax Provisions: Internal Revenue Code of '54. Chicago: Commerce Clearing House, Inc. 1954. 640 pp.

The full official text of the income, estate, gift tax, and other provisions of the Internal Revenue Code of 1954. Annotations provide parallels to the old code. Rate and withholding tax tables and a topical index.

J. K. Lasser's Your Business Taxes. J. K. Lasser Tax Institute. New York: Simon and Schuster, Inc.

An annually revised simplified guide to the calculation and payment of business taxes. Copies of tax forms are included.

J. K. Lasser's Your Income Tax. J. K. Lasser Tax Institute. New York: Simon and Schuster, Inc.

An annually revised guide to the calculation and payment of individual Federal income taxes, with many useful suggestions as to legal exemptions and examples of filled-out forms.

Lasser's Standard Handbook of Business Tax Techniques. J. K. Lasser Tax Institute. New York: McGraw-Hill Book Company, Inc. 1956.

A variously paged comprehensive guide to techniques of managing business income taxes, with emphasis on ways of reducing taxes. Thorough discussion of important tax laws and their implications for business.

Managing Your Money [16·322] includes information on handling personal income taxes.

Moody's Governments [16·339] contains up-to-date information on tax collections and rates for all bond-issuing governmental units, states, counties, cities, and towns covered in the volume.

New Revenue Code of '54 Explained. Chicago: Commerce Clearing House, Inc. 1954. 192 pp.

Discussions of the income, estate, and gift tax provisions of the new Internal Revenue Code of 1954, written in fairly simple language. The text of the code is not included.

State Finances [16·198], prepared by the U.S. Bureau of the Census, offers statistical and other data on the taxes and budgets of the various states on an annual basis.

U.S. Master Tax Guide. Chicago: Commerce Clearing House, Inc.

An annually revised guide to all phases of U.S. Federal income taxes for individuals, corporations, and others. Rate tables, withholding tax tables, and various check lists. Indexed.

Your Federal Income Tax. U.S. Bureau of Internal Revenue. Washington, D.C.: Government Printing Office.

An annually revised official guide to the payment of individual Federal income taxes, based on the most recent rulings and regulations.

Teaching. SEE Education.

16·432

Technology

SEE ALSO Atomic Energy; Building and Contracting; Ceramics; Communications; Design; Electronics; Engineering; Inventions; Manufacturing; Metallurgy; Patents and Patenting; Science; Transportation; Weights and Measures.

The various general encyclopedias, since they are intended for laymen's use, tend to treat technological subjects in quite general terms. However, those that treat technological subjects fairly extensively are most useful sources for persons with little knowledge of the subjects, since the language is rather simple. *World Book Encyclopedia* [5·1] includes with many of its technological articles easy-to-understand drawings of processes. *Our Wonderful*

World [5·1] contains numerous simply written and well-illustrated articles on various phases of technology. Of the more adult encyclopedias, *Encyclopedia Americana* and *Collier's Encyclopedia* [both 5·1] are useful for their long and fairly detailed articles on major subjects in technology. *American Peoples Encyclopedia* [5·1] includes similar articles, many of them illustrated with flow charts and process illustrations, including several color transparencies, as well as a large number of brief entries defining and discussing less important technological terms and processes. Information on many specific technological processes, often including elaborate graphic data, may frequently be

obtained from commercial firms employing such processes. Guides to such sources of data are given in 12·2.

Approved Technical Institutes [16·393] lists and describes the courses available at U.S. technical training schools of all types.

Bibliography of Monolingual Scientific and Technical Glossaries [16·394] lists glossaries of technical terms in a wide variety of languages.

Bibliography of Scientific and Industrial Reports [9·2] lists reports, many of them on technological subjects, received from agencies of the U.S. government and from various foreign governments.

Bibliography of Technical Reports. Washington, D.C.: U.S. Department of Commerce. 1949—

A monthly publication, successor to the above-cited publication, indexing exclusively technological reports received by the Department of Commerce from a wide variety of sources.

Catalogue of Scientific Papers, 1800–1900 [8·5] indexes virtually the entire scientific and technological periodical literature of the nineteenth century, including many foreign-language publications among the some 1500 periodicals listed. A subject index to the catalogue was published by the Cambridge University Press in 1908–1914.

Ceramic Abstracts [16·84] contains digests of important publications on the technology of the ceramics industry.

Chambers's Technical Dictionary. C. F. Tweney and L. E. C. Hughes. Rev. ed. New York: The Macmillan Company. 1948. 976 pp.

A British publication adhering primarily to British usage, this work defines some 51,000 terms as they are used in about 100 branches of science and technology. Technological fields covered include acoustics, building, communications, engineering, electronics, and chemical engineering.

Dictionary of Science and Technology in English-French-German-Spanish [7·3] gives about 10,000 English terms used in the physical sciences and their applied fields, with their equivalents in French, German, and Spanish. Also tables of technical abbreviations.

Dictionary of Technical Terms. Frederic Swing Crispin. 8th ed. Milwaukee: The Bruce Publishing Company. 1948. 440 pp.

Definitions of about 10,000 technical terms in such fields as aeronautics, agriculture, architecture, mathematics, engineering, and woodworking, including such nontechnological fields as advertising and the fine arts. Definitions are concise and in nontechnical language. Numerous explanatory drawings.

An Encyclopaedia of the Iron and Steel Industry [16·238a] contains information on all phases of the technology of the iron and steel industry and of allied industries. Valuable bibliographies.

Encyclopedia of Chemical Technology [16·88] explains in detail and with authority the technological aspects of virtually every phase of the chemical industry and allied fields. The bibliographies are especially useful.

English-French and French-English Technical Dictionary [7·3] gives the equivalents in both languages of current technical terms in a wide variety of fields.

English-French-German Technical and Commercial Dictionary [7·3] gives the French and German equivalents of about 20,000 English terms in all phases of technology.

English-German Technical and Engineering Dictionary and its companion volume **German-English Technical and Engineering Dictionary** [both 7·3] give the equivalents in both languages of about 125,000 terms in all phases of technology and engineering.

English-Portuguese Comprehensive Technical Dictionary [7·3] contains the Portuguese equivalents of about 500,000 English technical words, phrases, and expressions.

An Explaining and Pronouncing Dictionary of Scientific and Technical Words [16·394] contains "10,000 scientific and technical words in 50 subjects explained as to a person who has little or no knowledge of the particular subject." Terms selected are relatively common.

50-year Index to Technical Papers and Reports [16·277] indexes the technical symposiums of the American Society for Testing Materials published before 1952.

German-English and English-German Dictionary for Scientists [7·3] gives the German and English equivalents in numerous techno-

logical fields, such as engineering, aeronautics, and dynamics.

German-English Dictionary of Technical, Scientific and General Terms [7-3] gives the English equivalents of numerous German technological terms. The usage is British.

German-English Technical Dictionary [7-3] by Leidecker, based on data compiled by the U.S. Air Force, presents the English equivalents of German terms used in "aeronautics, rocketry, space-navigation, atomic physics, higher mathematics, jet-engines, turbines, hydraulics, petroleum industry, civil and mechanical engineering, ballistics, electronics, radio, radar, aerophotography, television, infrared research, communications, meteorology, topography, aeromedicine."

Handbook of Scientific and Technical Awards in the U.S. and Canada 1900-1952 [16-350] lists prizes and awards in all phases of technology with their recipients during the period covered.

Hawley's Technical Speller [16-417] offers accepted spellings for several thousand common technical terms.

A History of Technology. Charles Singer, E. J. Holmyard, and A. R. Hall, eds. New York: Oxford University Press. 1954- . 5 vols.

A chronologically arranged, highly scholarly but readable account of the development of technology from earliest times. Each volume includes more than 500 illustrations. Subjects are treated coherently.

Hoyer-Kreuter Technological Dictionary [7-3], a three-way dictionary, gives the equivalents in English, German, and French of a wide variety of terms used in many phases of technology, emphasizing engineering and manufacturing.

Illustrated Technical Dictionary. Maxim Newmark, ed. New York: Philosophical Library, Inc. 1944. 352 pp.

Illustrated definitions, primarily detailed mechanical drawings, showing instruments, tools, machines, technical laws, functions, and processes. Virtually all phases of technology are covered.

Index Bibliographicus [9-3], a UNESCO publication, in Vol 1 lists periodicals that contain bibliographies and abstracts of technological subjects published in many different languages.

Industrial Arts Index [8-5] provides a guide to the periodical literature on many phases of technology appearing in more than 200 periodicals, primarily specialized ones.

Langford's Technical and Commercial Dictionary [16-69], a British publication, gives French, German, and English equivalents of some 15,000 technical terms.

New Technical Books [9-2] provides an annotated bibliography on a bimonthly basis of all new technical books received by the New York Public Library.

Russian-English Technical and Chemical Dictionary [16-88] gives the English equivalents of some 80,000 Russian terms in chemistry and technology.

Scientific, Medical, and Technical Books Published in the United States of America, 1930-44 [9-3], with its supplements, provides a classified and annotated bibliography of selected works in all phases of technology.

Scientific and Technical Abbreviations, Signs and Symbols [16-394] contains virtually every technological abbreviation or symbol.

Scientific and Technical Serial Publications [8-2] contains an exhaustive list of periodicals, annuals, serials, and society publications in all phases of technology, exclusive of government publications. Listings are classified in detail and briefly annotated. Subject index.

Scientific and Technical Societies of the United States and Canada [16-312] lists technological organizations with national memberships, exclusive of trade associations, with full data on their organization, membership, and activities.

Spanish-English Comprehensive Technical Dictionary and its companion volume **English-Spanish Comprehensive Technical Dictionary** [both 7-3] give the equivalents in both languages of roughly 500,000 words and phrases used in all phases of technology.

Technical Book Review Index [9-1] lists, with occasional quotations from them, reviews of technical books appearing in a wide variety of publications, including technical, scientific, and trade periodicals.

Union List of Technical Periodicals [8-2] lists the technical periodical holdings of the some 200 libraries of the Science-Technology Group of the Special Libraries Association and thus constitutes a guide to sources of hard-to-find technological material.

Van Nostrand's Scientific Encyclopedia [16·394] contains entries on many aspects of technology, including aeronautics, chemical

engineering, civil engineering, electronical engineering, electronics, mechanical engineering, metallurgy, photography, and statistics.

Telephone. SEE Communications. SEE ALSO 10·1 (How to Use a Telephone Directory).

16·433

Television

SEE ALSO Advertising; Broadcasting; Communications; Electronics; Radio; Theater.

All about Television. John Derby. Chicago: Popular Mechanics Press. 1952. 171 pp.

A guide to home repairs and maintenance of television receivers, with useful diagrams and other illustrations.

Color TV Dictionary. J. Richard Johnson. New York: John Francis Rider, Publisher, Inc. 1954. 72 pp.

Brief definitions of several hundred terms pertaining to various phases of color television.

Encyclopedia of Radio and Television [16·151] defines and discusses, in British terminology, major subjects and terms connected with the technology of television.

International Television Almanac. New York: Quigley Publications. 1956- .

An annual publication stemming from the *International Motion Picture Almanac* [16·287] and similar in format and content. Each edition contains a "Who's Who" of television personalities, directories of television stations, producers, production services, advertising agencies, television columnists and commentators, etc., as well as sections discussing television in Canada, Great Britain, and other countries.

Introduction to Color TV. M. Kaufman and Thomas H. Kaufman. New York: John Francis Rider, Publisher, Inc. 1954. 140 pp.

A rather technical but comprehensive discussion of the technology of color television. Glossary of terms and index.

Producing and Directing for Television. Charles Adams. New York: Henry Holt and Company, Inc. 1953. 282 pp.

A manual covering all phases of television program production and directing, illustrated with drawings and photographs. Contents are

indexed, and there is an appendix containing miscellaneous useful data.

Television Advertising and Production Handbook. Irving Settlet, Norman Glenn, and others. New York: Thomas Y. Crowell Company. 1953. 480 pp.

A guide for advertising agencies, sponsors, and producers of television programs, covering the phases of television of special interest to them. 69 illustrations and an index.

Television and Radar Encyclopedia [16·151], though a British work, takes U.S. usage into account in its treatment of about 1000 major terms in the technology of television and radar. Language is rather technical but by and large understandable. Numerous tables of statistics and other data.

The Television Annual. Kenneth Baily, ed. London: Odhams Press Limited. 1950- .

A yearly publication covering television broadcasting, primarily British, from the program point of view in a popular fashion. Many photographs.

Television Dictionary: Handbook for Sponsors. Herbert True. New ed. New York: Sponsor Services, Inc. 1955. 48 pp.

Brief definitions in simple language of about 2200 television terms used in all phases of production, writing, acting, and technology, including color television. A number of amusing line drawings.

Television Techniques. Holland Bettinger. Rev. ed. New York: Harper & Brothers. 1955. 236 pp.

Description of the fundamentals of TV production for the use of sponsors, producers, technicians, writers, cameramen, actors, etc. A basic textbook rather than a how-to-do-it book. Many informative drawings.

Writer's Yearbook [16·476] covers those phases of television of interest to the writer, including a directory of markets for television programs and scripts.

16·434

Tennis

SEE ALSO Sports.

The Complete Lawn-tennis Player. Norman Hills Patterson. 3d ed. New York: The Macmillan Company. 1957. 206 pp.

A guide to tennis playing, its rules, playing techniques, and equipment.

16·435

Textiles

SEE ALSO Business and Finance; Clans and Tartans, Scottish; Chemistry and Chemical Engineering; Dress; Lace; Manufacturing; Plastics; Rugs; Sewing and Dressmaking; Silk; Synthetic Substances.

American Handbook of Synthetic Textiles [16·430] provides reference information on the manufacture of all types of textiles from synthetic substances.

America's Fabrics: Origin and History, Manufacture, Characteristics and Uses. Zelma Bendure and Gladys Pfeiffer. New York: The Macmillan Company. 1946. 688 pp.

A simply written work, useful for reference because of its multitude of facts locatable through a detailed index, numerous illustrations, and bibliography.

Connaissance des styles [16·22] provides detailed information, with illustrations, on fabrics used in interior decoration and upholstery.

Dan River's Dictionary of Textile Terminology. 6th ed. Danville, Va.: Dan River Mills, Inc. 1951. 120 pp.

Brief definitions in concise and simple lan-

Official Tennis Yearbook and Guide. U.S. Lawn Tennis Association. New York: H. O. Zimman, Inc.

An annual publication giving the official tennis rules of the Lawn Tennis Association, as well as listing current and all-time records, champions, Davis Cup rankings, and similar data.

guage of several hundred textile terms, both descriptive and technological.

A Dictionary of Color [16·104] contains a list of textile names.

Encyclopaedia of Textiles from the Earliest Times to the Beginning of the 19th Century. New York: E. Weyhe. 1927.

Descriptions and illustrations of various textiles. 328 plates, including 8 in full color.

The Modern Textile Dictionary. George Linton. New York: Duell, Sloan & Pearce, Inc. 1954. 772 pp.

Definitions of more than 12,000 terms relating to all phases of textiles, their design and manufacture. 32 pages of illustrations.

The Standard Handbook of Textiles. A. J. Hall. Princeton, N.J.: D. Van Nostrand Company, Inc. 1947. 296 pp.

Descriptions of the properties of natural and synthetic textile fibers, processing of fibers, and machinery used in these processes. Numerous photographs of machinery and photomicrographs of various textiles.

16·436

Theater

SEE ALSO Art and the Arts; Ballet; Broadcasting; Circus; Dance and Dancing; Drama; Dress; Jazz; Magic; Motion Pictures; Music; Opera; Popular Music; Radio; Shakespeare; Songs and Singing; Television.

The *World Almanac* [6·2] contains considerable historical and statistical information about the theater, primarily in the U.S.

Contemporary Theatre, 1953-1956. Audrey Williamson. New York: The Macmillan Company. 1957. 206 pp.

Summaries and reviews of major plays produced in London during the three-year period covered.

Dramatic Index [8·5] during its period of publication (1909-1949) indexed articles and illustrations referring to the theater in U.S. and British periodicals. It incidentally provides such useful data as names of authors of various plays and lists of plays by various authors.

Facts on File [6·2] records openings of and critical reactions to plays on the Broadway stage.

Guide to Great Plays [16·141] contains a glossary of theatrical terms.

A History of the Theatre. George Freedley and John A. Reeves. Rev. and enl. ed. New York: Crown Publishers, Inc. 1955. 784 pp.

A popularly written, detailed account of the development of the theatrical arts from their beginnings in Greece to the present.

The International Encyclopaedic Who Is Who in Music [14·4] contains directories covering various phases of the theatrical industry.

International Index to Periodicals [8·4] lists sources of much material in periodicals dealing with the theater.

Operas and Musical Comedies [16·310] contains synopses of famous musical comedies up to the era of *Oklahoma!*

The Oxford Companion to the Theatre. Phyllis Hartnoll, ed. New York: Oxford University Press. 1951. 899 pp.

Several thousand authoritative entries on all phases of the theater, emphasizing especially the British and Continental European stage, though there are some data on the U.S. and on the Oriental theater. Biographies, entries on famous dramas, famous theaters, theatrical techniques, schools of drama, etc. The bibliographies are frequently useful.

The Pageant of America [15·4] devotes a volume to a pictorial history of the American stage.

A Pictorial History of the American Theatre. Daniel Blum, ed. Rev. and enl. ed. New York: Greenberg: Publisher, Inc. 1956. 320 pp.

A frequently revised work recounting the history of the U.S. theater from 1900 to the present in pictures and brief running text.

Reader's Guide to Periodical Literature [8·4] lists much material on the theater, including reviews of plays.

Risks and Rights in Publishing [16·116] covers most of the legal aspects involved in theatrical productions.

Simon's Directory of Theatrical Materials, Services and Information. Bernard Simon. New York: The Author. 1955. 96 pp.

A listing of sources of theatrical services, equipment, materials, and information, primarily in New York.

Straw Hat! David Dachs, ed. New York: Greenberg: Publisher, Inc. 1957. 121 pp.

A guide, which may appear annually, listing for the 1957 summer season the names, addresses, and programs of summer theaters, summer drama festivals, and allied programs, primarily in the Eastern U.S.

Theater Pictorial. George Altman, Ralph Freud, Kenneth Macgowan, and William Melnitz. Berkeley: University of California Press. 1953. 320 pp.

"A history of world theater as recorded in drawings, painting, engravings, and photographs." 516 illustrations with informative captions.

Theatre '—. John Chapman, ed. New York: Random House, Inc. 1953— .

An annual of about 500 pages covering the U.S., Canadian, and British theaters, giving much basic factual data. Numerous illustrations.

Theatre and Allied Arts. Blanch M. Baker. New York: The H. W. Wilson Company. 1952. 536 pp.

A successor to the same author's *Dramatic Bibliography*, this "guide to books dealing with the history, criticism, and technic of the drama and the theatre and related arts and crafts" lists some 6000 works of a historical, biographical, critical, or technical nature dealing with the theater. Each listing is annotated.

Theatre Annual. New York: Theatre Annual. 1942— .

A normally annual publication of about 75 pages, each edition contains articles on the history of the theater, with numerous illustrations. Each edition has a cumulated index.

The Theatre Book of the Year. George Jean Nathan. New York: Alfred A. Knopf, Inc. 1943–1951. 9 vols.

"A record and interpretation" of the happenings on the Broadway stage during each year covered in the publication (1942–1950). Useful for its listings of openings, lengths of runs, etc. Indexes of plays, authors, and composers. Casts of characters for each play are given.

The Theatre Dictionary. Wilfred Granville. New York: Philosophical Library, Inc. 1952. 227 pp.

Definitions of some 2000 terms used in all phases of the legitimate stage, the drama, opera, and ballet, and including British and

U.S. slang terms, technical terms, and brief histories of famous theaters.

Theatre Handbook and Digest of Plays. Bernard Sobel. Rev. ed. New York: Crown Publishers, Inc. 1953. 897 pp.

Several thousand entries in alphabetical order, most of them relatively brief, including biographies of famous playwrights, actors, and other theater personalities; articles on national drama; synopses of famous plays; definitions of theatrical terms; and other subjects. The addenda include a bibliography and a subject list of plays.

Theatre World Annual. Frances Stephens. New York: The Macmillan Company. 1949- .

A British yearly publication containing data on the London stage, including lists of new plays, their casts, plot summaries, etc. Many photos.

Who's Where. Leo Shull, ed. New York: Leo Shull Publishers. 1955.

A source of a wide variety of miscellaneous information, much of it in directory form, on all phases of the New York theater.

Who's Who in the Theatre [14·4], besides biographies, lists notable productions on the London stage from the earliest times, contains recent London playbills, lists long-run productions on the New York stage, and contains some 100 genealogies of famous theatrical families.

16·437 Theology

SEE ALSO Bible; Philosophy; Religion.

Catholic Encyclopedia [16·386] contains numerous articles in a fairly simple style and highly authoritative giving the Roman Catholic viewpoint on many phases of theology.

Encyclopedia of Religion and Ethics [16·379] presents predominantly the Protestant point of view in its numerous articles on theology. Many useful bibliographies.

Handbook of Moral Theology. Dominic C. Prümmer. New York: P. J. Kenedy & Sons. 1955. 500 pp.

A condensation and translation of a long-standard work originally in Latin presenting a Roman Catholic viewpoint on various points of theology, designed especially for doctors, lawyers, social workers, and sociologists.

Layman's Guide to Protestant Theology [16·354] presents the viewpoints of the Prot-

estant churches, primarily the more liberal ones, on various aspects of theology.

New Schaff-Herzog Encyclopedia of Religious Knowledge [16·379] discusses questions of theology, primarily from a conservative Protestant viewpoint.

A Theological German Vocabulary. Walter M. Mosse. New York: The Macmillan Company. 1955. 148 pp.

English-language equivalents of several hundred German terms used in theology and related text in theological literature. German usage is illustrated with quotations in German (with English translations) from Luther's Bible and from the Revised Standard Version.

Universal Jewish Encyclopedia [16·243] contains numerous entries presenting the viewpoint of Judaism on various points of theology.

Theses. SEE Dissertations.

16·438 Time

SEE ALSO Astronomy; Navigation and Seamanship; Watches and Clocks.

The Air Almanac [16·29] includes time data of use to the aviation navigator, including tables showing times around the world.

American Ephemeris and Nautical Almanac [16·29] contains data on time of use to the marine navigator.

Rand McNally Commercial Atlas [15·2] contains a time-zone map of the world.

Titles. SEE Address, Forms of.

Toasts and Anecdotes. SEE Public Speaking.

16·439 Tobacco

SEE ALSO Agriculture; Business and Finance; Manufacturing; Plant Life.

Tobacco Dictionary. Raymond Jahn. New York: Philosophical Library, Inc. 1954. 199 pp.

Alphabetically arranged entries covering all phases of the history, manufacture, and use of tobacco.

16·440 Tools

SEE ALSO Building and Contracting; Do-it-yourself; Handicrafts; Manufacturing; Mechanical Engineering; Technology.

Engineers Illustrated Thesaurus [16·152] contains clear drawings of a wide variety of tools.

Illustrated Technical Dictionary [16·432] pictures numerous tools and instruments.

Tool Engineers' Handbook. Frank W. Wilson,

ed.-in-chief. New York: McGraw-Hill Book Company, Inc. 1949. 2005 pp.

Sponsored by the American Society of Tool Engineers, this manual covers all phases of tools and tool engineering, with all data based on governmental, associational, or industrial standards. Definitions, symbols, equations, tables of reference data, and discussions of methods, practices, and procedures. Indexed in detail. More than 1500 illustrations of many types.

Tourism. SEE Travel and Tourism.

16·441 Toys

SEE ALSO Child Care and Guidance; Games and Recreation; Manufacturing.

Peepshow into Paradise. Lesley Gordon. New York: John de Graff, Inc. 1953. 264 pp.

"A history of children's toys," divided into two sections. The first traces the history of toys in various times and places. The second

discusses different types of toys, especially dolls, toy soldiers, toy animals, construction toys, outdoor toys, and movement, wheel, mechanical toys, etc., and then surveys the toys of different countries. Bibliography, index, list of museums in Great Britain and Europe containing exhibits of toys, and numerous illustrations, including six full-color plates.

16·442 Track and Field Sports

SEE ALSO Sports.

Official NCAA Track and Field Guide. Forest Hills, N.Y.: National Collegiate Athletic Association.

A triennial publication of about 150 pages outlining the official rules of various track and field sports, listing official college records,

and containing data on the various organizations engaged in the sports.

Official Track and Field Handbook. New York: Amateur Athletic Union of the United States.

An annual publication giving world, Olympic, and U.S. records in the various track and field sports and outlining the amateur rules for each sport.

16·443 Trade and Commerce

SEE ALSO Business and Finance; Commodities; Communications; Economics; History; International Relations; Manufacturing; Marketing and Market Research; Merchandising; Political Science; Transportation.

Information on trade, especially statistical data, appears in general encyclopedias primarily in articles on major geographic units such as countries and on major commodities of trade, such as iron, steel, and

cotton. Probably the best general sources of such information, especially statistics, are the *American Peoples Encyclopedia* and *Encyclopedia Americana* [both 5·1]. The *World Almanac* [6·2] also publishes many statistical data on world trade and interstate commerce in the U.S. The many yearbooks devoted to specific countries or regions listed in various sections of Chapter 15 are also excellent sources of information on the trade and commerce of different countries. Frequently these sources contain the most easily available detailed data.

A Bibliography on South American Economic Affairs [16·147] lists useful sources of information on the trade and commerce of Latin America.

Blue Book of Southern Progress [15·4] contains basic information, including statistics, on the interstate and foreign trade of the U.S. Southern states.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] include basic information on the trade of each of the countries covered in the various volumes.

Canadian Trade Index [16·69] contains detailed information, much of it in statistical form, on Canadian domestic and foreign commerce.

Census of Business [16·69], prepared by the U.S. Bureau of the Census, includes over-all statistical data on U.S. trade and commerce, by regions and by types.

Chemical Encyclopaedia [16·88], by Kingzett, includes in its addenda tables of production and international trade in chemicals.

Commerce Yearbook. U.S. Bureau of Foreign and Domestic Commerce. Washington, D.C.: Government Printing Office. 1923–1933. 10 vols.

During the publishing period, this annual gave comprehensive information on the business and trade of the U.S. and foreign countries. After the publication was discontinued, the information on foreign countries was continued in *Foreign Commerce Yearbook* (see below).

Croner's Reference Book for Exporters. Ulrich H. E. Croner, ed. Rev. ed. New York: Croner Publications. 1957.

Formerly called *Reference Book for Shippers*, this loose-leaf publication, supplemented monthly, supplies subscribers with up-to-date data on U.S. and foreign regulations on air and sea shipment of goods and other information of interest to exporters.

The Dictionary of Business and Industry [16·69] defines a wide variety of terms used in trade and commerce.

Economic Almanac [16·69] contains many statistical data on current and recent trade and commerce, both foreign and domestic.

English-French-German Technical and Commercial Dictionary [7·3] gives the French and German equivalents of numerous English terms used in all phases of foreign and domestic trade, commerce, and finance.

Foreign Commerce Handbook [12·4] lists sources of special services for exporters and importers and special sources of information in the field of foreign trade.

Foreign Commerce Yearbook. U.S. Department of Commerce. Washington, D.C.: Government Printing Office. 1934–1942; 1950–.

A successor to *Commerce Yearbook* (see above), this publication each year gives detailed information on the foreign trade of the U.S. and other countries, much of it in statistical form. Publication lags somewhat more than a year behind the end of the year covered in a particular volume.

Kelly's Directory of Merchants, Manufacturers and Shippers [16·265] contains classified lists of exporters and importers in the British Isles and the British Empire and Commonwealth. Similar data on other countries, in less extensive form, is included in a supplement to the annual publication.

Langford's Technical and Commercial Dictionary [16·69] gives the English, French, and German equivalents of many terms used in trade and commerce.

Statesman's Year-book [15·2] includes comprehensive data on the foreign and domestic commerce of each country covered in the volume.

Trade Directories of the World [10·2], kept up to date with monthly supplements, lists and describes some 1300 business directories of interest to businessmen engaged in inter-

national trade published in the U.S. and about 60 foreign countries.

United States Associations in World Trade and Affairs [16·312] is a directory of associations of importers and exporters, trade associations and chambers of commerce interested in foreign trade, and world-peace and other organizations interested in international commerce.

Whitaker's Almanack [6·2] contains statistical data on trade and commerce for the world in general and Great Britain in particular.

World Commerce and Governments. W. S. Woytinsky and E. S. Woytinsky. New York: The Twentieth Century Fund, Inc. 1955. 907 pp.

A comprehensive study of the trade and transportation of the various countries and regions of the world, emphasizing especially the relationships between trade and types of government and political organization. Of special reference value are the 291 tables of

statistical data and the 166 charts, maps, and graphs.

World Economic Report [16·147], a UN publication, with its supplements, outlines the conditions of trade in the various countries, including data on balance of payments among countries.

World Markets Directory. New York: Atlas Publishing Company, Inc. 1951.

An index of importers and exporters in virtually all countries, listing some 60,000 firms by their location and by the commodities in which they deal. Published in English, French, and Spanish.

Yearbook of International Trade Statistics. New York: United Nations. 1951- .

An annual compendium giving detailed statistics on the foreign trade of more than 70 different countries, some 97 per cent of the total foreign trade of the world. National, regional, and commodity tables, with data in both quantities and monetary values.

16·444

Trademarks and Trade Names

SEE ALSO Business and Finance; Copyright; Manufacturing; Patents and Patenting.

Chemical Synonyms and Trade Names. William Gardner. 5th ed. Princeton, N.J.: D. Van Nostrand Company, Inc. 1947. 558 pp.

Identification and definition of some 20,000 trade names and synonyms of materials used in the manufacture and use of chemicals, including pharmaceuticals.

Chemical Trade Names and Commercial Synonyms. Williams Haynes. 2d ed. Princeton, N.J.: D. Van Nostrand Company, Inc. 1956. 466 pp.

The chemical composition or nature, uses, and name of manufacturer of more than 25,000 trade-name products and commercial synonyms in the chemical industry. Included are basic and intermediate materials as well as finished products.

The Condensed Chemical Dictionary [16·88] includes among its definitions identifications and descriptions of numerous trade names used in the chemical industry.

Conover-Mast Purchasing Directory [16·367] includes a section identifying the trade names of various types of manufacturing plant equipment.

Encyclopedia of Substitutes and Synthetics [16·430] lists trade names of various synthetic substances.

Handbook of Material Trade Names. O. T. Zimmerman and Irvin Lavine. Rev. ed. Dover, N.H.: Industrial Research Service. 1953. 794 pp.

Identifications, with some descriptions, of more than 7000 trade names used for a wide variety of substances and products, with a directory of manufacturers.

Index of Trade-marks Issued from the United States Patent Office. U.S. Patent Office. Washington, D.C.: Government Printing Office. 1928- .

An annual publication listing new trade-marks and their holders for the year previous to publication.

Modern Plastics Encyclopedia Issue [16·334] contains an index of trade names used in the plastics industry.

Standard Advertising Register [16·6] indexes by brand or trade name the products of all the advertisers covered in the publication.

Sweet's File [16·265], a bound file of catalogues of manufacturers, primarily in the field

of plant equipment, machine tools, and industrial design and construction, contains a trade-name index.

Thomas' Register of American Manufacturers [16-265] contains an alphabetical list of trade names of the products made by the manufacturers listed in the directory, with their names and addresses.

Trade-marks. H. Bennett. New York: Chemical Publishing Company, Inc. 1949. 479 pp.

A guide to the whole field of trademarks, this book is in several parts. The first covers the legal aspects of trademarks. The second discusses the techniques of coining trade names and trademarks, including a useful five-language dictionary. Listings of various types of trademarks, including a general list of trademarks and their owners and a section on the composition of trademarked products. Thoroughly indexed.

Trademarks of the World. Tasaku Kamekura. New York: George Wittenborn, Inc. 1956. 198 pp.

Reproductions with identifications of more than 700 well-known trademarks from all parts of the world.

Trade-Names Index. New York: Special Libraries Association. 1941. 178 pp.

An identification of trade names based on a special file on the subject held at the Carnegie Institute of Technology.

Walden's ABC Guide and Paper Production Yearbook [16-317] contains an index to brand names of printing supplies and equipment.

Where to Find New Trade Names. Alice M. Amoss. Technical Library, Edgewood Arsenal, Md.: The Author. 1940. 31 pp.

A bibliography of source materials on the identification of trade names.

Trades. SEE Vocations and Vocational Guidance.

16-445

Trailers

SEE ALSO Camps and Camping; Travel and Tourism.

All about Trailers. John Gartner. New York: Henry Holt and Company, Inc. 1954. 152 pp.

A guide to buying, building, and traveling

in trailers, covering all phases of equipment, maintenance, sanitation, and towing. Numerous photographs.

The Fisherman's Handbook [16-169] devotes a section to trailers for boats, with a glossary of special terms and a directory of manufacturers.

16-446

Transportation

SEE ALSO Airplanes; Airports; Air Transport; Automobiles; Aviation; Boats and Boating; Business and Finance; Bus Transportation; Horses; Manufacturing; Marine Engineering and Architecture; Navigation and Seamanship; Ports and Harbors; Railroads; Roads and Highways; Ships and Shipping; Technology; Trade and Commerce; Trailers; Travel and Tourism; Yachting.

"*Today*" [6-2] contains general statistical data on world transportation. Data on transportation in specific countries and regions can generally be found in the various guidebooks and yearbooks listed in the different sections of Chapter 15. Information on transportation in specific countries and regions usually appears in general encyclopedias in the articles on those areas.

Editor and Publisher Market Guide [15-4] identifies the specific transportation facilities available in each of the towns and cities of the U.S. and Canada in which a daily newspaper is published.

Industrial Cities Excursion Guidebook [15-4] summarizes the transportation facilities, especially for shipping, available in Philadelphia, Chicago, Detroit, Pittsburgh, and Buffalo.

Moody's Transportation. New York: Moody's Investors Service.

A handbook published yearly with some 1600 pages, plus a twice-weekly supplement of current information and a weekly cumulative index for subscribers. The handbook contains detailed descriptions of some 1200 U.S. and Canadian companies engaged in all phases of transportation, including railroads,

airlines, barge and steamship lines, bus lines, traction lines, trucking companies, oil pipelines, canal companies, and tunnel and bridge companies. Special sections analyze some 25 different phases of the subject, emphasizing the interests of the investor. Moody's ratings for all companies listed are included. Numerous maps.

Popular Mechanics Picture History of American Transportation. Edward Throm. Chicago: Popular Mechanics Press. 1952. 312 pp.

More than 1000 pictures with brief running

text depicting the development of transportation in the U.S. from the early 1600s to the beginnings of the jet age.

Rand McNally Commercial Atlas [15·2] contains detailed data on the rail, air, and highway transportation systems of the U.S. and somewhat less detailed data on Canada and the rest of the world. For each U.S. town and city listed in the atlas are indicated the name of the airlines or railroads serving it, whether or not it has an airport, and whether or not a Railway Express agency is located in it.

16·447

Travel and Tourism

SEE ALSO Camps and Camping; Hotels and Motels; Restaurants; Transportation; Voyages and Travels. SEE ALSO the numerous guidebooks and guides to travel listed under various classifications in Chapter 15.

Aboard and Abroad. Harvey S. Olson. Philadelphia: J. B. Lippincott Company. 1953—.

An annually revised publication, this is primarily a guide to how to travel in Europe, with some information on what to see in the principal tourist centers of the British Isles and Western Europe. Information given includes how to plan a trip, how to prepare for it, suggested itineraries, ocean and air crossings, how to eat, how to live in European hotels, how and where to shop, etc. The numerous appendixes include lists of special holidays and fairs in Europe, the main trans-Atlantic steamship and airlines, European airlines, U.S. offices of foreign tourist information bureaus and foreign railroads, addresses of U.S. embassies and consulates in Europe, current travel statistics, and authorized U.S. and Canadian travel agencies, listed by states and cities. A most useful work for the traveler who likes to have everything worked out for him ahead of time.

The American Guide [15·4] contains brief travel and touristic information on the states and major towns of the U.S. More detailed information appears in the various volumes on the states in the "American Guide Series" [15·4].

The Angler's Almanac [16·169] contains information on accommodations and rates at the popular fishing resorts in the U.S., Canada, and Mexico.

Authentic Guide to Naturalization, Immigration, Alien Registration and Passport Regu-

lation [16·298] includes full data on obtaining passports and visas.

The British Commonwealth, Europa, The Middle East [all 15·3], and **Orbis** [15·2] include information on travel, with directories of airlines, railways, and shipping companies, for each of the countries covered in the various volumes.

Canadian Official Railway Guide [16·373] contains full data on railways, airlines, and shipping companies serving Canada.

Dining-out in Many Languages [16·381] is of great help to the tourist in western Europe because of its glossaries of food and dish terms in nine European languages, lists of breakfast terms, guides to tipping, and lists of good restaurants.

A Guide to Bird Finding [16·53] contains practical travel information for the bird watcher who wishes to pursue his hobby in states west of the Mississippi.

Hammond's Pictorial Travel Atlas of Scenic America [15·4] contains maps, pictures, and practical information for the tourist visiting the national parks and forests and other scenic areas, emphasizing sight-seeing data.

Handbook on International Study [16·103] includes practical information on travel problems and how to meet them for the student going abroad.

The Jewish Chronicle Travel Guide [15·2] gives much information of use to the Jewish traveler, particularly in Great Britain but also in many other parts of the world, including directories of synagogues, Jewish organizations, hotels and restaurants catering to Jewish travelers, transportation facilities, camps,

schools, travel agents, etc. Maps of the United Kingdom, London, and Israel.

A Jewish Tourist's Guide to the United States [15·4] lists Jewish organizations, synagogues, cemeteries, and points of interest to Jewish tourists for many towns and cities of the United States.

Key to Europe: A Pocket Guide. Charles R. Jacobs. New ed. New York: Crown Publishers, Inc. 1954. 170 pp.

A frequently revised guide to travel in 14 European countries, this work contains information on passports, customs, foreign exchange, hotels, restaurants, shopping, tipping, and entertainment.

Leahy's Hotel-Motel Guide [16·224], besides a directory of places for travelers to stay at, contains various useful travel aids, such as railway, airline, highway, bus, city, and national-park maps and motor-travel suggestions for Canada and Mexico.

"Legal Almanac Series" [16·353] contains a volume devoted to the law as it applies to the tourist.

Low Cost Trips for the Whole Family in the Eastern U.S. and Canada. Robert E. Meyer, Jr. New York: Greenberg: Publisher, Inc. 1957. 220 pp.

Trips for from two days to two weeks in duration to such points as historical sites, national parks, etc., are outlined in the eastern seaboard states from Maine to Florida and eastern Canada. Information on tourist services, lodging, transportation, etc. Illustrations include both photos and maps.

Men's Guide to Europe and its companion volume **Woman's Guide to Europe** [both 15·3] contain specialized traveling information for men and women.

Official Guide of the Railways and Steam Navigation Lines of the United States, Porto Rico, Canada, Mexico, and Cuba [16·373], which also contains airline schedules, is the most complete guide to public means of traveling in North America.

Official Steamship and Airways Guide. New York: Transportation Guides, Inc. 1932- .

Monthly publication giving current schedules and fares for all regular air and steamship lines, basic travel regulations, and lists of sources of travel information.

Pacific Area Travel Handbook [15·3] contains complete data on how to travel through-

out the Pacific Ocean area, including airline and shipping routes, passport questions, currency, accommodations, and local transportation.

Pocket Guide to Europe. Michael Fielding. Chicago: Rand McNally & Company. 1955. 256 pp.

Concise advice on all phases of traveling in 18 European countries, including sight-seeing, hotels, restaurants, currency, etc.

The Poor Man's Guide to Europe. David Dodge. Rev. ed. New York: Random House, Inc. 1957. 321 pp.

This frequently revised book contains basic information on touring western Europe, emphasizing throughout the economical way of doing it.

Rand McNally Vacation Guide. Chicago: Rand McNally & Company. 1955. 160 pp.

A guide to 43 vacation areas in the U.S. and Canada, emphasizing those spots featuring the maximum in scenic beauty and outdoor activity. Descriptions of what to see and how, articles on package tours, advice on vacation photography, etc. Illustrated with many maps and photographs.

Richard Joseph's Guide to Europe and the Mediterranean. Richard Joseph. New York: Doubleday & Company, Inc. 1956. 463 pp.

Half of this book covers the planning and mechanics of travel in western Europe, tips on using travel agents, advice on different methods of travel, and information on how to pack, what to take, what clothes to wear. The second half covers individual countries, with information on shopping, eating, stopping at hotels, etc., as well as on what to see.

Study Abroad [16·392], a UNESCO publication, is an "international handbook of fellowships, scholarships and educational exchange" that outlines a wide variety of foreign-travel-study opportunities.

Vacation Guide [16·224] is Duncan Hines's guide to vacation resorts in the U.S., Mexico, Canada, Cuba, Jamaica, the Bahamas, and Bermuda. Special tourist information on each state and country.

Vacations Abroad. UNESCO. New York: Columbia University Press. 1949- .

An annually revised handbook outlining courses, study tours, work camps, and other opportunities for combining foreign travel

with study, research, and other useful activities. Full data on obtaining information on each project listed.

World Wide Travel Regulations Made Easy.

Richard Joseph and Muriel Richter. Rev. ed. New York: Doubleday & Company, Inc. 1955. 130 pp.

Concisely outlined information on passports, visas, customs, currency controls, and other red-tape aspects of foreign travel, cover-

ing virtually every traveled-in area of the world.

Your Assignment Overseas [16·279] contains detailed information on duty travel to foreign areas for the serviceman and his family. Planning, red tape, packing, equipment, etc., are covered, as well as data on pleasure travel abroad. Useful tables showing conversions of weights and measures, clothing sizes, and currencies.

16·448

Treaties

SEE ALSO Documents; Government; History; International Relations; Political Science.

The full text of treaties are usually printed in *The New York Times* and can be located in the paper's *Index* [8·3]. Texts of treaties also appear frequently in issues of *Current History* magazine.

Catalogue of Treaties, 1814–1918. U.S. Department of State. Washington, D.C.: Government Printing Office. 1919. 716 pp.

A listing in chronological order of all treaties signed throughout the world during the period covered. Basic data, including dates and places of signing and ratification, are given with each listing. Indexed by countries.

Congressional Index Service [16·255] includes treaties in its recording of legislation and its status.

Documents on American Foreign Relations [16·137] gives the full text of treaties to which the U.S. is a signatory nation. Volumes appear annually.

European Peace Treaties after World War II.

Amelia C. Leiss, ed. New York: Council on Foreign Relations, Inc. 1954. 341 pp.

A record of the negotiations preceding and the full text of the treaties signed with Italy, Bulgaria, Hungary, Rumania, and Finland after World War II.

Keesing's Contemporary Archives [6·2] generally prints the full texts of treaties and other international agreements. It is especially useful as a source of documents to which the U.S. is not a party and which U.S. publications thus tend to ignore.

List of Treaties Submitted to the Senate, 1789–1934. U.S. Department of State. Washington, D.C.: Government Printing Office. 1935. 138 pp.

A catalogue of all treaties, ratified, rejected, or pending, submitted to the Senate since the foundation of the U.S., with basic information on each. Supplemented annually by *United States Treaty Developments*. Periodic cumulations of the data.

Source Materials on Korean Politics and Ideologies [16·216k] contains significant excerpts from all treaties concerning Korea or to which Korea was a party from 1871 to the Korean War.

Systematic Survey of Treaties for the Pacific Settlement of International Disputes, 1928–48. Lake Success, N.Y.: United Nations. 1948. 1202.

An unbiased study of the various international agreements designed to achieve peace or settle disputes during the period covered. In three parts, the treaties are analyzed, their full texts given, and are listed in various types of tables.

Treaties and Other International Acts of the United States of America. Hunter Miller, ed. Washington, D.C.: Government Printing Office. 1931– .

A multivolumed work giving the English- and foreign-language texts of each treaty or other international agreement to which the U.S. has been a party. The arrangement is chronological.

Treaty Series. League of Nations. London: Harrison & Sons, Ltd. 1920–1946. 205 vols.

The full texts of "treaties and international engagements registered with the Secretariat of the League" during the period 1920–1946. A nine-volume index to the series was published by the League from 1927 to 1946, each volume covering 500 treaties. The arrangement is chronological by date of deposit.

SEE ALSO Forests and Forestry; Gardening; Plant Life; Wood.

American Trees: A Book of Discovery. Rutherford Platt. New York: Dodd, Mead & Company, Inc. 1951. 256 pp.

A field guide to native and imported trees in the U.S., illustrated with some 200 drawings and 67 photos, including 21 in full color.

Check List of Native and Naturalized Trees of the United States. Elbert L. Little, Jr. Washington, D.C.: Government Printing Office. 1953. 472 pp.

A. U.S. Forest Service publication, this work gives the names and scientific data on all trees to be found in the U.S., including Alaska, with a bibliography of source materials.

Complete Guide to North American Trees. Carlton C. Curtis and S. C. Bausor. New York: New Home Library. 1943. 339 pp.

A profusely illustrated guide to native and imported trees of the U.S. and Canada, with a key to identification and full descriptive data.

Familiar Trees and Their Leaves. F. Schuyler Mathews. New York: D. Appleton-Century Company, Inc. 1934. 334 pp.

A field guide to American trees, especially useful for its detailed drawings of leaf structure.

Guide to Southern Trees. Elwood S. Harrar and J. George Harrar. New York: McGraw-Hill Book Company, Inc. 1946. 712 pp.

A detailed guide to the identification and study of the trees to be found in the Southern states of the U.S. 201 plates of illustrations.

Illustrated Guide to Trees and Shrubs. Arthur H. Graves. Rev. ed. New York: Harper & Brothers. 1956. 271 pp.

A copiously illustrated field-guide type of "handbook of the woody plants of the northeastern United States and adjacent regions."

Knowing Your Trees. George Harris Collingwood Rev. ed. Washington, D.C.: American Forestry Association. 1951. 312 pp.

A comprehensive guide to trees in general, including their cultivation and care, and to specific varieties of trees commonly found in the U.S.

Manual of Cultivated Trees and Shrubs. Alfred Rehder. New York: The Macmillan Company. 1940. 996 pp.

A heavily illustrated handbook describing and outlining the proper means of cultivating and caring for virtually every tree and shrub to be found in the U.S.

Native Trees of Canada. Department of Resources and Development, Forestry Branch. 4th ed. Ottawa: King's Printer. 1950. 293 pp.

An illustrated descriptive guide to Canadian trees arranged by varieties. Check list of trees and list of Canadian botanical authorities.

New Zealand Trees. J. W. Matthews. 2d ed. Wellington, New Zealand: A. H. & A. W. Reed, Ltd. 1953. 96 pp.

Descriptions and data on the uses and peculiarities of the more common trees to be found in New Zealand.

Shrubs and Vines for American Gardens. Donald Wyman. New York: The Macmillan Company. 1949. 442 pp.

A manual describing and giving full data on the cultivation and care of a wide variety of common and uncommon bushes and vines grown in the U.S.

Timbers of the New World. Samuel J. Record and Robert W. Hess. New Haven, Conn.: Yale University Press. 1943. 640 pp.

Scientific descriptions of virtually every tree to be found in the Americas, organized by families. Detailed index, 53 illustrations, and eight maps showing tree distribution.

Trees. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1949. 944 pp.

A Department of Agriculture Yearbook containing a series of articles on trees, their cultivation, and their special values to and uses for the farmer. Indexed. Numerous bibliographies.

Trees and Shrubs Hardy in the British Isles. William J. Bean. 7th ed. London: John Murray. 1950-1951. 3 vols.

An alphabetically arranged guide to the trees and shrubs to be found in Great Britain, with full data on each. A number of illustrations. An index to all three volumes appears in Vol. 3.

Trees of the Eastern United States and Canada. William M. Harlow. New York: McGraw-Hill Book Company, Inc. 1942. 288 pp.

A field guide to the identification and study of the trees to be found in eastern North America. The numerous illustrations include five full-color plates.

16-450 Tropical Fish

SEE ALSO Fish; Pets.

Aquarium Highlights. William T. Innes, ed. Philadelphia: Innes Publishing Company. 1951. 519 pp.

A collection of articles reprinted from *The Aquarium* magazine, grouped by general subject and covering all aspects of tropical fish and their care. Detailed index and many illustrations.

Beginner's Handbook of Gold and Tropical Fish. Joseph B. Roberts, Jr. Rev. ed. Fond du Lac, Wis.: All-Pets Books, Inc. 1956. 64 pp.

A guide to the selection, care, and feeding of gold and tropical fish in aquariums and pools. Breeding and diseases of the fish are also covered. Many illustrations.

Exotic Aquarium Fishes. William T. Innes, ed. 17th ed. Philadelphia: Innes Publishing Company. 1954. 533 pp.

A complete guide to tropical fish, covering aquariums, management of fish, aquarium plant life, classification of fishes, and their breeding, care, and showing. Subject and fish indexes and numerous illustrations.

Handbook of Tropical Aquarium Fishes. Herbert R. Axelrod and Leonard P. Schultz. New York: McGraw-Hill Book Company, Inc. 1955. 750 pp.

A comprehensive guide to some 500 species of tropical fish and their breeding, feeding, and care. Full information, scientific and popular, is given on each species. Other information given includes an introductory study of fish, methods of collecting and preserving specimens, aquarium management, and fish diseases. Glossary of terms, a complete index, and some 400 black-and-white and 125 full-color illustrations.

Marine Tropicals. Ed L. Fisher. Miami, Fla.: Sub-Marine Studios. 1954. 56 pp.

A concisely stated guide to tropical fish and their care. Numerous illustrations and a good bibliography of source materials.

Tropical Fish as a Hobby. Herbert R. Axelrod. New York: McGraw-Hill Book Company, Inc. 1952. 250 pp.

A manual of popularly written information on the selection, care, and breeding of the more common varieties of tropical fish. Numerous illustrations.

16-451 Turtles

SEE ALSO Pets; Reptiles and Amphibians.

Handbook of Turtles. Archie Carr. Ithaca, N.Y.: Comstock Publishing Associates, Inc. 1952. 557 pp.

A guide to the turtles of the U.S., Canada, and Lower California, describing 79 species in all, including sea turtles. Keys to identification and maps showing distribution of species.

Turtles of the United States and Canada. Clifford H. Pope. New York: Alfred A. Knopf, Inc. 1939. 343 pp.

Chapters on the different major species of turtles are preceded with general introductory matter and a key to identification of particular species. Information given on each species includes both scientific data and popular lore. Addenda include a bibliography, an index, and a list of turtles by family and genus. 99 photographs.

Typography. SEE Alphabet; Graphic Arts; Printing and Typography.

16·452

Uniforms

SEE ALSO Dress; Medals and Decorations; Military Science and Affairs.

Insignia and Decorations of the U.S. Armed Forces [16·274] describes uniform insignia worn by all branches of the U.S. armed forces during World War II. All insignia described are illustrated.

Soldiers of the American Army 1775–1954. Frederick P. Todd. Rev. ed. Chicago: Henry Regnery Company. 1954.

Full-color illustrations of the various uniforms worn by soldiers of the Continental and the U.S. Armies from Revolutionary times to the post-World War II era, arranged in approximately chronological order.

Unions. SEE Labor and Labor Unions.

16·453

United Nations

SEE ALSO History; International Organizations; International Relations.

Each of the major general encyclopedias gives detailed coverage of the organization and activities of the U.N. Year-to-year UN activities are generally well covered in the various encyclopedia annual supplements. In addition, considerable data on the UN are contained in such publications as the *World Almanac* [6·2]. Day-by-day activities of the UN are noted in *Facts on File* [6·2].

The following publications include only those that concern the organization and the activities of the UN. Publications by the UN and its subordinate agencies are listed under appropriate headings elsewhere in this book.

Annual Review of United Nations Affairs. New York: New York University Press. 1949– .

An analytical guide to the activities of the UN each year written in chapter form. Much of the material consists of edited reports and speeches made by UN officials. Indexed.

Basic Facts about the United Nations. New York: United Nations. 1945– .

A booklet published approximately each year in a revised edition constituting “an outline of the structure and functions of each organ of the United Nations and of each specialized agency.”

Bibliography of the Charter of the United Nations. United Nations. New York: Columbia University Press. 1955. 128 pp.

A guide to book and periodical material on the basis and formation of the UN.

The Charter of the United Nations. Leland M. Goodrich and Edward Hambro, eds. 2d ed. Boston: World Peace Foundation. 1949. 710 pp.

In three parts, Part I discusses the background, actual writing, and organization of the UN Charter. Part II consists of an analytical commentary on the various articles. Part III presents various documents of background interest. A selected bibliography covers books, pamphlets, and periodicals on the UN, UN and other official publications, and unofficial documentary collections. Indexed in detail.

Checklist of United Nations Documents. New York: United Nations. 1949– .

A listing of all printed or otherwise reproduced publications of the UN or subsidiary organs or agencies, classified by the issuing group and issued in parts in approximately the chronological order of publication. Some annotation and detailed indexing. Kept up to date monthly by the *United Nations Documents Index* (see below).

Deadline Data on Foreign Affairs [16·235] presents in one of its major sections an outline history of the UN as well as a running account of its activities, revised weekly.

Delegations to the United Nations [14·4], published with each new session of the General Assembly, lists the names of all representatives, alternates, advisers, and other officials connected with the various member delegations to the UN.

Everyman's United Nations. New York: United Nations. 1949– .

A comprehensive guide of more than 400 pages, issued in approximately yearly revisions and prepared by the UN Department of Public Information, constituting “a compact

reference guide to the work and accomplishments of the United Nations and the Specialized Agencies."

How to Use United Nations Documents [12·5] lists the various UN documents, as well as guides to them, and discusses their use briefly.

International Organization [16·234], a quarterly publication, gives a running account in each issue of UN activities and occasionally includes special articles on various aspects of UN affairs.

Ten Years of United Nations Publications 1945 to 1955. United Nations. New York: Columbia University Press. 1955. 271 pp.

A history of the development of UN publications, plus a discussion of them and their use.

United Nations Current Publications [12·5] provides in microfilm in semiannual editions all current UN publications except press releases, periodicals and publications of the Secretariat, and items published for sale. An annual issue consists of roughly 125,000 pages of documents. This publication supplements the basic *United Nations Documents and Official Records* [12·5], which includes in microprint all mimeographed documents and printed official records in the English language published by the UN from 1946 to 1953 inclusive, covering about 1,200,000 pages.

United Nations Documents Index [12·5] has since 1950 provided a monthly index of new

UN publications, indexed by subject with an annual cumulated index.

United Nations Pictorial. New York: United Nations.

An annual booklet presenting current pictures with appropriate captions illustrating news of UN activities.

The United Nations Primer. Sigrid Arne. Rev. ed. New York: Rinehart & Company, Inc. 1948. 266 pp.

A history of the formation of the UN, with comments on the organization and activities of its major branches and organs. Documents on the UN and on such meetings preliminary to its formation as the various wartime councils.

Where to Go for U.N. Information [12·5] lists various official and nonofficial organizations concerned with UN activities, publications by or pertaining to the UN, and sources of speakers, radio and TV programs, audio-visual aids, and press releases pertaining to the UN.

Who's Who in the United Nations [14·4] includes in its appendix such data on the UN as the Charter, lists of members, lists of agencies, and an organizational chart.

Yearbook of the United Nations. New York: United Nations. 1947- .

An official report by the UN on its activities and those of its subordinate agencies. Texts of documents of various sorts, lists of publications by or about the UN, and a "Who's Who" section including delegates to and officials of the UN.

United States Government. SEE Government—United States.

Universities. SEE Colleges and Universities.

Vacations. SEE Travel and Tourism.

16-454

Valentines

SEE ALSO Holidays and Anniversaries.

A History of Valentines. Ruth Webb Lee. New York: Thomas Y. Crowell Company. 1952. 239 pp.

A popularly written story of the development of Valentine's Day greetings, illustrated with more than 200 examples, including 4 in full color.

Varnishes. SEE Paints and Varnishes.

16·455

Vegetables

SEE ALSO Cooking; Gardening; Herbs; Plant Life; Spices.

Vegetable Encyclopedia and Gardener's Guide. Victor A. Tiedjens. New York: New Home Library. 1943. 307 pp.

Ventilating. SEE Air Conditioning; Heating and Ventilating.

16·456

Veterans' Affairs

SEE ALSO Government—United States; Military Science and Affairs.

Complete Book of Veterans' Benefits. P. I. Rosentour. New York: Maco Magazine Corporation. 1956. 127 pp.

In three sections, first Federal benefits are

discussed by type, then state benefits in a state-by-state order, and finally general how-to information on claiming various benefits.

How to Get It from the Government [16·199] devotes a section to practical information on veterans' benefits.

16·457

Veterinary Medicine

SEE ALSO Agriculture; Animal Life; Drugs; Medicine; Pets.

The *American Peoples Encyclopedia* [5·1] carries a large number of articles on diseases of animals and their treatment. *World Book Encyclopedia* [5·1] devotes a fair amount of space to treatment of diseases of various pets in its entries on those pets. Farmers can obtain many data from their local or state agricultural agencies.

The ABC of Cat Diseases. P. M. Soderberg. Fond du Lac, Wis.: All-Pets Books, Inc. 1952. 64 pp.

A layman's guide to the ailments of pet cats, including a description of treatment that can be administered by the pet owner. Symptoms of all types of diseases are described.

Agricultural Index [8·4] locates much periodical information on veterinary subjects.

Animal Diseases. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1956. 591 pp.

The 1956 Department of Agriculture Yearbook, this volume is an updating of the 1942 Yearbook called *Keeping Livestock Healthy*. Both volumes are identical in over-all organization. Various sections treat the prevention and treatment of diseases in animals, the basic diseases affecting domestic animals, and

the diseases and parasites affecting, separately, cattle, swine, sheep and goats, poultry, dogs and cats, horses and mules, and fur-bearing animals. Detailed index of subjects, a few diagrams, and a number of bibliographies.

Biological Abstracts [16·51] includes briefs of articles in periodicals relating to veterinary medicine.

Black's Veterinary Dictionary. SEE *Encyclopedia of Animal Care* (below).

The Dispensatory of the United States of America [16·143] includes veterinary pharmaceuticals in its listings, giving veterinary uses and dosages.

Dog Owner's Veterinary Guide. G. W. Stamm. Fond du Lac, Wis.: All-Pets Books, Inc. 1955. 112 pp.

A guide to the prevention, diagnosis, and treatment of dog ailments for the pet owner.

Encyclopedia of Animal Care. William C. Miller and Geoffrey P. West. 4th ed. Baltimore: The Williams & Wilkins Company. 1956. 1080 pp.

Called in its three previous editions *Black's Veterinary Dictionary*, this originally British publication defines and discusses briefly virtually every term used in veterinary medicine. Notes on anatomy and physiology are included in its discussions of various diseases. More than 300 drawings and 16 plates of illustrations.

Guide to the Literature of the Zoological Sciences [16·480] contains bibliographical listings of special sources in veterinary science.

How to Become a Doctor [16·460] includes information on preparation for a career in veterinary medicine.

Keeping Livestock Healthy. SEE *Animal Diseases* (above).

Livestock Health Encyclopedia. Rudolph Seiden. New York: Springer Publishing Company, Inc. 1952. 614 pp.

A collection of more than 3700 entries, arranged in alphabetical order, discussing the symptoms, causes, and treatment of every known disease that affects domestic cattle, hogs, sheep, goats, horses, and mules. Much practical advice on preserving the health of livestock as well as on treatment that the livestock owner can himself administer. Numerous cross references, and many illustrations.

Merck Veterinary Manual. Rahway, N.J.: Merck & Company, Inc. 1955. 1398 pp.

The first edition of what promises to become the most authoritative guide to all types of diseases of animals, their diagnosis, treat-

ment, and prognosis, arranged in much the same manner as the older *Merck Manual* [16·275] that pertains to diseases of man.

Stroud's Digest on the Diseases of Birds [16·52] covers all the major ailments affecting pet birds and their treatment.

Veterinary Drug Encyclopedia and Therapeutic Index. Hadley C. Stephenson and Stanley G. Mittelstaedt. 4th ed. New York: Drug Publications. 1956. 325 pp.

A listing of the drugs commonly used in the treatment of diseases in animals, with their properties and uses in such treatment. The arrangement enables the reader to locate the proper therapeutic drugs for specific illnesses.

Veterinary Guide for Farmers. G. W. Stamm. 2d ed. Chicago: Windsor Press. 1951. 384 pp.

A series of 118 chapters treat practically all farm livestock ailments with useful advice for their treatment by the livestock farmer, including instructions on the administration of serums, vaccines, and medicines and advice on disease prevention among farm animals. There is a 12-page diagnostic chart along with some 230 illustrations.

16·458 Vital Statistics

SEE ALSO Social Science; Statistics. SEE ALSO Chapter 15 for listings of various guidebooks, gazetteers, geographical yearbooks, and other sources giving vital statistics for various countries and regions.

Vital statistics appear in most general encyclopedias within the body of articles on countries, states, and other major geographical units or in other appropriate articles. Analytical vital statistics appear generally only in the major adult encyclopedias, such as *Encyclopedia Americana*, *Encyclopaedia Britannica*, *American Peoples Encyclopedia*, and *Collier's Encyclopedia* [all 5·1]. Vital statistics can also be located in such general sources as the *World Almanac* and *Information Please Almanac* [both 6·2].

Catalog of United States Census Publications, 1790-1945. Henry J. Dubester. Washington, D.C.: Government Printing Office. 1950. 320 pp.

An annotated listing of all U.S. Bureau of the Census publications from the beginning

through 1945. One part lists decennial census publications; a second covers other censuses, such as of business, manufacturing, and agriculture. Since 1945, a quarterly supplement listing new census publications has kept this work up to date. This supplement has appeared variously under the titles *Census Publications* and *Catalog of United States Census Publications*.

Demographic Yearbook [15·2], an annual UN publication, contains statistical information in tabular form for virtually all nations on birth rates, stillbirths, deaths, marriages, divorces, life expectancies, international population movements, populations, etc. Some statistics are retrospective to 1920; others to 1936. Bibliography and an index to the tables by countries. Each annual edition includes more than 700 pages.

The Facts of Life from Birth to Death. Louis I. Dublin and Mortimer Spiegelman. New York. The Macmillan Company. 1951. 461 pp.

Statistical data compiled by the Metropolitan Life Insurance Company on population, birth and death rates, and similar data, pre-

sented in question-and-answer form. Subject index and brief bibliography.

Historical Statistics of the United States [16·423] presents retrospective vital statistics for the U.S.

Population and Its Distribution [16·270] is a study of the data contained in the 1950 decennial census of the U.S. from the point of view of business and market research.

Population and Vital Statistics Report. New York: United Nations.

A quarterly publication in pamphlet form giving the latest official UN estimates of populations, births, deaths, etc., for some 250 areas of the world.

Population Censuses and Other Official Demographic Statistics of Africa (Not Including British Africa). 1950. 53 pp.

Population Censuses and Other Official Demographic Statistics of British Africa. 1950. 78 pp. Henry J. Dubester. Washington, D.C.: Government Printing Office.

Two complementary publications prepared by the Census Library Project of the Library of Congress. Each is an annotated bibliography of source materials.

Population Index. Princeton, N.J.: Princeton University Press. 1935—

A quarterly publication of the Population Association of America, sponsored by Princeton's School of Public Affairs. Each issue contains classified annotated bibliographies of

source materials in book and periodical form dealing with populations and population problems of the world. In addition, there are occasional special articles on population trends and problems. Bibliographies are indexed by author and subject quarterly and in an annual cumulation.

Rand McNally Commercial Atlas [15·2] contains up-to-date vital statistics, primarily covering populations and economic factors, for the United States, Canada, and other nations.

Statesman's Year-book [15·2] contains authoritative, up-to-date vital statistics of a wide variety on virtually every country or other major political division, arranged by countries.

Statistical Abstract of the United States [16·423] contains current and recent U.S. vital statistics.

Statistical Yearbook [15·2], a UN annual publication, includes population, social, educational, and cultural statistics for the various countries among its other statistical information.

Statistical Year-book of the League of Nations [15·2], published from 1927 through 1945, included vital statistics of all types in its annual compilations.

World Population and Production [16·147] includes numerous statistical tables showing world populations, current and retrospective, many of them analytical in form.

16·459

Vitamins

SEE ALSO Medicine; Nutrition.

Vitamins. Henry Borsook. New York: The Viking Press, Inc. 1941. 212 pp.

A comprehensive guide to all phases of information on vitamins, including the foods

in which they appear, the vitamin contents of various foods, how to retain vitamin contents of foods in cooking, how to plan menus for balanced inclusion of vitamins in diet. Detailed index.

Vocal Music. SEE Ballads; Folk Music; Hymnology; Jazz; Music; Opera; Popular Music; Songs and Singing.

16·460

Vocations and Vocational Guidance

SEE ALSO Adult Education; Business and Finance; Business Education; Civil Service; Education; Labor and Labor Unions; Personnel Management; Schools. SEE ALSO appri-

ate subject headings dealing with specific professions and vocations, such as Advertising, Libraries and Library Science, and Secretarial Science.

Accountancy as a Career Field [16·1] contains information in concise form on how to become an accountant, qualifications, education, and future.

Alphabetical Index of Occupations and Industries. U.S. Bureau of the Census. Washington, D.C.: Government Printing Office. 1950. 374 pp.

A listing of names of occupations, vocations, professions, and the industries in which they are performed, based on the data accumulated in the 1950 decennial census.

"American Industries Series" [16·265] describes various major industries in the U.S. from the point of view of job opportunities.

Approved Technical Institutes [16·393], a guide for vocational counselors at the high-school level, lists technical schools of all kinds preparing students for various occupations.

Career. New York: Simon and Schuster, Inc. 1950— .

An "annual guide to business opportunities," consisting of a symposium of statements from about 150 leading U.S. companies on current vocational opportunities in their firms with names of personnel officers of each firm. Statements are classified by general fields. Also a college placement office directory arranged by states, an index of companies by college majors among their employees, a geographical index of companies and their branches, and a bibliography of vocational guidance books.

Dictionary of Occupational Titles. 2d ed. Washington, D.C.: Government Printing Office. 1949. 2 vols.

Prepared by the Division of Occupational Analysis of the U.S. Employment Service, this publication consists of an alphabetical listing of standard titles of occupations, trades, and professions, with a concise description of what type of work is involved in each listing. Numerous cross references from alternate titles.

Encyclopedia of Vocational Guidance. Oscar J. Kaplan, ed. New York: Philosophical Library, Inc. 1948. 2 vols.

Comprehensive articles by some 300 contributors, dealing with major phases of the field of vocational guidance and the history of the subject.

Etiquette in Business [16·156] devotes a section to the customary procedures used in job interviewing and hiring and includes advice on looking for jobs.

How to Become a Doctor. George R. Moon. 2d ed. Urbana, Ill.: University of Illinois Press. 1950. 131 pp.

Basic information on training, opportunities, problems, etc., connected with various professional aspects of the field of medicine, including general medicine, surgery, dentistry, veterinary medicine, pharmacy, optometry, chiroprody, occupational therapy, hospital administration, and medical illustration. The problems connected with education for such fields are especially well treated.

How to Get It from the Government [16·199] includes a section on "The Government as Employer," describing the process of securing various types of government positions, including civil service and non-civil service jobs, wartime and peacetime jobs in uniform, and government-sponsored positions with international organizations.

Index to Vocations. Willodeen Price and Z. E. Ticen. 2d ed. New York: The H. W. Wilson Company. 1938. 106 pp.

A guide to material on vocations appearing in books and periodicals, indexed by vocational subjects. Brought up to date by *Occupational Literature* (see below).

Job Guide for Young Workers. U.S. Department of Labor. Washington, D.C.: Government Printing Office. 1955. 136 pp.

Practical information for the beginner on how to go about seeking a job, with a detailed listing of work openings in major fields as of 1955.

Jobs after Retirement [16·382] contains information on kinds of work open to the retired person and how to find such jobs.

Leading Employers Directory. New York: Career Publications, Inc. 1954— .

A biennial publication listing the responsible executives of more than 500 leading companies in the U.S. Each listing gives the name of the employer, the number of employees, home-office address, name of the man to contact in each company. A cross index shows home offices of companies by states. Blank résumé form for the use of job hunters.

Lovejoy's Vocational School Guide [16-393] lists in a geographical arrangement more than 6500 public and private vocational schools in the U.S., with complete basic information about each.

Modern Vocational Trends Handbook. J. L. Glanville. 4th ed. New York: World Trade Academy Press. 1957. 335 pp.

"Information handbook about the leading professional fields most in need of personnel. Selection of positions according to aptitudes, and other guidance and occupational information." Bibliographies.

Occupational Abstracts. Peapack, N.J.: Personnel Services, Inc. 1944-

A series of publications, with about 10 new ones appearing each year, each separate booklet covering a particular vocation or occupation, with brief summaries of essential information on each. Data given include a history of the field, nature of work involved, abilities and training required, how to locate job opportunities, average earnings, trends in the field, etc. Each booklet includes an annotated bibliography.

Occupational Handbook. U.S. Air Force. 1952. 91 pp.

Occupational Handbook. U.S. Army. 1952. 194 pp.

Occupational Handbook. U.S. Navy. 1953.

Occupational Handbook for Women. U.S. Navy. 1953. Washington, D.C.: Government Printing Office.

Each of these publications describes the basic work done in each branch of the Armed Forces, primarily that done by enlisted personnel, in relationship to its application to civilian jobs.

Occupational Index [8-5], a quarterly publication, lists current publications, including books, pamphlets, and articles in general magazines, dealing with various phases of vocational guidance. About 400 references a year are given.

Occupational Life. Verl A. Teeter. 2d ed. New York: McGraw-Hill Book Company, Inc. 1946. 175 pp.

A handbook for vocational counselors in 13 sections. Eight discuss the major fields of work; the remainder treat such subjects as selecting a vocation, educational planning for vocations, and how to find and keep a job. Bibliographies with each section.

Occupational Literature. Gertrude Forrester. New York: The H. W. Wilson Company. 1954. 476 pp.

An annotated bibliography of books, pamphlets, and material in periodicals pertaining to specific occupations and to vocational counseling in general. Various groupings by type of publication. The basic bibliography is arranged alphabetically by occupation.

Occupational Outlook Handbook. U.S. Department of Labor. Washington, D.C.: Government Printing Office. 1951. 576 pp.

A frequently revised publication outlining the requirements, opportunities, and other data concerning various major fields of work, with much statistical information. Comprehensive index and bibliography are included for each field.

Scholarships, Fellowships and Loans [16-392] devotes a section to career planning and the relationship that such planning may have in obtaining assistance in education.

Secretaryship as a Career Field [16-397] is a brief guide to the job opportunities and abilities and training needed in being a secretary.

Selected Readings in Occupational Information. Topeka, Kans.: Kansas State Board for Vocational Education. 1952. 202 pp.

An annotated bibliography of literature on occupations and on vocational counseling and education in general.

"Vocational and Professional Monograph Series." Cambridge, Mass.: Bellman Publishing Co.

A frequently revised and expanded series of monographs, numbering more than 50 in all, describing the job opportunities, vocational history, training requirements, etc., for a variety of occupations or vocational fields. Each monograph treats a separate field.

Vocational Training Directory of the United States [16-393] is a "compilation of about 3,800 private and 600 public non-degree schools, offering over 300 semi-professional, technical, and trade courses."

Vocations in Fact and Fiction. Kathryn A. Haebich. Chicago: American Library Association. 1953. 62 pp.

An annotated bibliography of books treating various careers and vocations either factually

or in novel form and thus useful for inspirational or informational reading. Listings are alphabetical by vocation.

What to Read Guide. Robert Shosteck. 2d ed., comp. rev. Washington, D.C.: B'nai B'rith Vocational Service Bureau. 1956. 180 pp.

16·461

Volcanoes

SEE ALSO *Geology*.

Volcanoes: New and Old. Satis N. Coleman. New York: The John Day Company, Inc. 1946. 222 pp.

"A bibliography of current literature on 400 occupations and industries."

Your Opportunity [16·392] describes many opportunities available for financial assistance in the form of fellowships, scholarships, or loans open to students wishing to prepare for specific occupations.

A guide in chapter form to volcanic geology in general and to the histories and peculiarities of specific volcanoes, well indexed. Nearly 100 illustrations.

Voting. SEE *Elections*; *Political Science*.

16·462

Voyages and Travels

SEE ALSO *History*; *Travel and Tourism*.

A Reference Guide to the Literature of Travel. Edward Godfrey Cox. Seattle: University of Washington Press. 1935-1949. 3 vols.

A bibliography of works about famous and historical travels, "including voyages, geographical descriptions, adventures, shipwrecks and expeditions." The first volume covers works dealing with the Old World from earliest times to the early twentieth century but emphasizing the seventeenth, eighteenth, and nineteenth centuries. Groupings are by general type and by geographical regions with listings within groups in chronological order.

Vol. 2 treats the New World in much the same fashion, with a comprehensive index to persons. Vol. 3 treats Great Britain in great detail, including guidebooks of many sorts. Proper-name index.

Scientific Expeditions. Eugenie Terek. Jamaica, N.Y.: Queens Borough Public Library. 1952. 176 pp.

A listing of major scientific expeditions of many sorts, with basic information as to the purpose, personnel, equipment, sponsorship, etc., of each. Also lists of source materials about the various expeditions and index to expedition members and sponsors.

16·463

Wars and Warfare

SEE ALSO *American Revolution*; *Civil War*; *Dates*; *History*; *Military Science and Affairs*; *World War I*; *World War II*.

Major wars are treated in considerable detail in separate entries in most general encyclopedias, scope of inclusion and treatment generally being in direct ratio to the size and scholarly level of each publication. The *New Century Cyclopedia of Names* [5·2] is an especially rich source of brief entries on both major and minor wars and

on treaties or conferences associated with different conflicts as well as specific major battles and engagements.

War through the Ages. Lynn Montross. Rev. ed. New York: Harper & Brothers. 1946. 1007 pp.

A comprehensive and heavily factual survey of wars and methods of warfare from earliest times through World War II, indexed for ready reference.

16·464

Watches and Clocks

SEE ALSO *Handicrafts*; *Jewels and Jewelry*; *Manufacturing*; *Time*.

Clocks and Watches: An Historical Bibliography. Granville H. Baillie. London: N.A.G. Press, Ltd. 1951. 427 pp.

A listing of publications of all types in the field of horology, limited to mechanical timepieces, published up to 1800. Listings are chronological and bear detailed annotations on contents and authorship as well as locations of many sources. Numerous illustrations.

Furniture Treasury [16·186] contains in Vol. 3 a list of American clockmakers.

Old Clocks and Watches and Their Makers. Frederick J. Britten. 6th ed. London: E. & F. N. Spon, Ltd. 1932. 891 pp.

"An historical and descriptive account of the different styles of clocks and watches of the past, in England and abroad, to which is added a list of nearly 12,000 makers."

Old Clocks for Modern Use. Edward Wenham. New York: Thomas Y. Crowell Company. 1952. 174 pp.

An indexed discussion of antique clocks with a guide to their mechanism and how to keep them running. Nearly 100 illustrations, including both photos and line drawings.

The Watch and Clock Maker's Handbook, Dictionary and Guide. Frederick J. Britten. 14th ed. London: E. & F. N. Spon, Ltd. 1938. 547 pp.

A collection of entries on all aspects of the making, collecting, and maintenance of watches and clocks, fairly technical in nature.

Watchmakers and Clockmakers of the World. Granville H. Baillie. 3d ed. London: N.A.G. Press, Ltd. 1951. 373 pp.

A listing of more than 35,000 names of watchmakers and clockmakers from the fourteenth century to about 1825, with their dates, location, and citation of examples of their works held in museums and collections. Also lists of abbreviations, initials and monograms, and place names and 14 maps.

Water Sports. SEE Boats and Boating; Fishing; Skin Diving; Sports; Swimming; Yachting.

Weapons. SEE Atomic Energy; Guns; Military Science and Affairs; Rockets and Guided Missiles; Technology; Wars and Warfare.

Weather. SEE Meteorology.

16·465

Weaving

SEE ALSO Do-it-yourself; Handicrafts; Rugs; Textiles.

The Art of Hand-weaving. Lili Blumenau. New York: Crown Publishers, Inc. 1955. 136 pp.

A simply written and well-illustrated guide for the beginner on the tools, materials, basic designs, and techniques of fabric weaving.

Sources of materials and a glossary of terminology are given.

A Short Dictionary of Weaving. Miriam E. Pritchard. New York: Philosophical Library, Inc. 1956. 196 pp.

Alphabetically listed definitions of terms dealing with textiles, including spinning, dyeing, and weaving. In addition, there is a beginners' guide to weaving and dyeing. Numerous illustrations.

Weddings. SEE Etiquette.

16·466

Weeds

SEE ALSO Gardening; Plant Life.

Weeds. Walter Conrad Muenscher. Rev. ed. New York: The Macmillan Company. 1955. 560 pp.

A guide to weeds of every type, their classification, identification, characteristics, uses, and methods of combatting them. Numerous illustrations.

16·467

Weightlifting

SEE ALSO Sports.

Weightlifting. New York: Amateur Athletic Union of the United States.

An annual publication of more than 40 pages, giving the history and rules of weightlifting, as well as the U.S., world, and Olympic records in the sport.

16·468

Weights and Measures

SEE ALSO Engineering; Science; Technology.

Tables of weights and measures appear in the main body or in the addenda of the majority of dictionaries. Such a table also appears in "*Today*" and in the *World Almanac* [both 6·2].

Dictionary of Science and Technology in English-French-German-Spanish [7·3] includes a table converting English weights and measures into those of the metric system.

Farmer's Shop Book [6·139] includes in its appendix various tables of sizes, weights, and measures of especial interest to farmers.

Glossary of Shipbuilding and Outfitting Terms [16·269] contains a table of weights and measures useful to the shipbuilder.

Handbook of Mathematical Tables and Formulas [16·271] contains a table of conversion factors for weights and measures.

Materials Handbook [16·270] lists weights

and measures and their values useful in dealing with manufacturing materials.

New Standard Ready Reckoner [16·232] carries tables of standard weights and measures.

Ready Reckoner [16·271] calculates quantities and prices by standard weights and measures.

World Weights and Measures. Food and Agricultural Organization. New York: United Nations. 1955. 225 pp.

A statistical handbook giving international systems and units of length, area, volume, capacity, weight, energy and work, density and specific gravity, temperature, minerals, time, and circular measure. Also listings of national systems of weight, measure, and currency; unit weights of selected countries; national currencies with retrospective values in U.S. cents; and indexes of units with their values.

Your Assignment Overseas [16·279] contains tables converting foreign weights, measures, and sizes into their U.S. equivalents.

16·469

Welding

SEE ALSO Metallurgy; Technology.

Modern Welding Practice. A. D. Althouse and C. H. Turnquist. 2d ed. Chicago: Goodheart-Willcox Co. 1953. 510 pp.

A comprehensive how-to-do-it guide to all types of welding and associated topics. Some 370 practical diagrams and detailed index.

The Welding Encyclopedia. 13th ed. New York: Welding Engineer Publishing Company. 1951.

Alphabetically arranged definitions and discussions of a wide variety of terms connected with welding, including techniques and equipment. Also a listing of trade names of welding materials and equipment, with addresses of

manufacturers, and more than 1300 photographs and diagrams.

Welding Handbook. 3d ed. American Welding Society, Inc. New York: The Society. 1950. 1650 pp.

A collection of discussions of topics plus reference data covering all phases of welding. Discussions include treatment of welding fundamentals and processes, cutting processes, specific welding problems with different metals, design and cost considerations, inspection and quality control, applications to specific engineering and building problems, and AWS standards. More than 300 tables of general reference data, bibliographies with each section, and numerous photographs and diagrams. Indexed by author and by subject.

Wildlife. SEE Animal Life; Conservation; Fishing; Hunting; Pets.

16·470

Wines

SEE ALSO Alcoholic Beverages; Cooking; Food.

A Check List of Books and Pamphlets on Grapes and Wine and Related Subjects, 1938-48. Maynard A. Amerine and Louise

B. Wheeler. Berkeley: University of California Press. 1951. 240 pp.

A comprehensive bibliography of viniculture covering an important decade in American research and writing on the subject.

Classical Recipes of the World [16·113] devotes a section to wines and their use.

Encyclopaedia of Home-made Wines. Mary Aylett. London: Odhams Press, Ltd. 1957. 192 pp.

Recipes from many countries for making wines at home. There are also recipes for mixed drinks made with wine bases.

Frank Schoonmaker's Dictionary of Wines. Tom Marvel, ed. New York: Hastings House. 1951. 120 pp.

The main body of this work consists of about 1000 entries, primarily names of wines that are identified and briefly described, plus definitions of wine terminology. There are numerous maps of local and general wine areas. Appendixes include lists of the principal wines of Bordeaux and of Burgundy, a table of European and California wine grapes, an illustrated chart of wine glasses, a table of wine-food affinities, and a chart of vintage years of French and German wines, 1930–1950.

French Wines. William Bird. Paris: Centre National du Commerce Extérieur. 1948. 96 pp.

In English, this booklet includes general material on wine, its properties, manufacture, French viniculture, and the commercial aspects of the French wine industry. There is a discussion of major French wines by areas, a section on winetasting, advice on how to serve wine and to store it. Additional sections discuss cognac, armagnac, brandies. Index of wine names, and numerous photos and maps of wine areas in France.

Guide to California Wines. John Melville. New York: Doubleday & Company, Inc. 1955. 270 pp.

Part 1 of this work describes the different types of wines and how to serve them. Part 2 describes various California wineries. An appendix lists major California wines.

Invitation to Wines. John Storm. New York: Simon and Schuster, Inc. 1955. 201 pp.

"An informal guide to the selection, care and enjoyment of domestic and European wines," the basic text material is accompanied by a glossary of terms, charts of vintage years for various wines, and lists of leading American importers and European exporters of wines and brandies.

16·470A Winter Sports

SEE ALSO Hockey; Skiing; Sports.

Winter Sports in Europe. Waverley Lewis Root. New York: Grove Press. 1956. 416 pp.

A "comprehensive guide" to winter sports and winter sports resorts in western Europe. Numerous maps and diagrams.

Witchcraft. SEE Magic.

16·471 Women

SEE ALSO Child Care and Guidance; Home Management; Obstetrics.

Guide to Women's Organizations [16·312] contains basic information about U.S. national and international groups whose membership is limited to women or whose concerns are primarily those of women.

Das Lexikon der Frau. Blanche Christine Olschak, ed. Zurich: Encyclios-Verlag. 1954. 1450 pp.

An alphabetically arranged work, written in German, including some 10,000 biographies of outstanding women of the world, articles

covering the status of women in different countries in the past and present, ethnological material on primitive countries, customs, sociological questions, cultural activities of women, women and law, women and politics, women and economics, women and religion, women and education, feminine psychology, feminine interests of all kinds. Illustrations include 80 full pages, including 36 in full color. 720 portraits of famous women. This work was published in a Spanish edition in 1955. In 1956 arrangements were pending for publication of an English-language edition, to be called *The International Women's Encyclopedia*.

16·472

Wood

SEE ALSO Forests and Forestry; Paper and Papermaking; Trees and Shrubs.

Canadian Woods. Forestry Branch, Forest Products Laboratories Division. Ottawa: King's Printer. 1951. 367 pp.

Discussions of the properties and uses of all types of woods commercially produced in Canada, arranged by general uses. Bibliographies with each section. An appendix includes extensive tabular data on wood properties and use. Numerous photographs and diagrams and an index.

Lumber: Manufacture, Conditioning, etc.

Woodworking. SEE Carpentry; Do-it-yourself; Furniture; Handicrafts; Hobbies.

Words. SEE Language; Last Words; Quotations. SEE ALSO Chapter 7 (Books about Words).

Nelson Courtlandt Brown. New York: John Wiley & Sons, Inc. 1947. 344 pp.

A comprehensive treatment of all aspects of the lumber industry, including the techniques of milling lumbers. Numerous illustrations.

Wood Handbook. U.S. Department of Agriculture. Washington, D.C.: Government Printing Office. 1955. 528 pp.

A frequently revised publication prepared by the Forest Products Laboratory, giving basic information on wood as a material of construction, with extensive reference data of all types.

16·473

World War I

SEE ALSO History; Military Science and Affairs; Veterans' Affairs; Wars and Warfare.

Each of the general encyclopedias carries a fairly extensive article on World War I. Formerly, most of them carried detailed entries on major battles and campaigns of the war under the individual names for them, but much of this material has been compressed or eliminated in recent editions. Perhaps *Encyclopaedia Britannica* and *Encyclopedia Americana* [both 5·1] remain the most useful.

First World War: A Photographic History. Laurence Stallings. New York: Simon and Schuster, Inc. 1933. 298 pp.

Some 500 photographs arranged chronologically to give a picture story of the events

leading up to the war, the war itself, and its aftermath. There are notes on many of the photographs in the appendix.

New Larned History [16·216a] contains especially detailed data on the war.

Short History of World War I. James E. Edmonds. New York: Oxford University Press. 1951. 488 pp.

A primarily factual rather than interpretative history of the war, slanted toward the British viewpoint. A number of useful maps.

War in Outline: 1914-18. Liddell Hart. New York: Random House, Inc. 1936. 285 pp.

A brief factual sketch of the war, limited primarily to military operations, usefully indexed.

16·474

World War II

SEE ALSO History; Military Science and Affairs; Veterans' Affairs; Wars and Warfare.

All the general encyclopedias contain detailed histories of World War II, and most carry some entries on specific battles or engagements under appropriate headings, primarily geographical. Entries on

weapons tend to emphasize World War II developments. For brief entries on specific, relatively minor aspects of the war, probably *Collier's Encyclopedia*, *American Peoples Encyclopedia* [both 5·1], and *New Century Cyclopedia of Names* [5·2] will prove the most useful in scope and detail of information.

History of World War II. Francis Trevelyan Miller. Rev. ed. Philadelphia: John C. Winston Company. 1955. 1094 pp.

A detailed coverage of the events leading up to the war, the war itself in all its aspects throughout the world, and the aftermath. The new edition adds a 128-page summary of the activities of the armed forces in the Korean War. Particularly useful for statistical data of all kinds.

The Language of World War II. Anna Marjorie Taylor. Rev. and enl. ed. New York: The H. W. Wilson Company. 1948. 230 pp.

Definitions and explanations of origins of armed forces language and slang, abbreviations, quotations, slogans, titles, and other terms and phrases coming out of the war.

Life's Picture History of World War II. New York: Time, Inc. 1950. 368 pp.

About 1000 pictures, with running commentary, covering all aspects of the war, its beginnings, and aftermath.

Official War Publications. Jerome K. Wilcox. Berkeley: Bureau of Public Administration, University of California. 1941-1945. 3 vols.

An annotated bibliography of U.S. Federal and state official publications and Canadian publications connected with World War II. Subject index in each volume.

La seconde guerre mondiale [5·3], a supplement to the *Larousse* encyclopedia, is a 522-page illustrated coverage of the events of World War II, primarily in Europe, ranging from 1939 to 1947.

Ten Eventful Years: 1937-1946. Chicago: Encyclopaedia Britannica, Inc. 1947. 4 vols. Pictures and text covering the decade in

which World War II began, starting with the Japanese invasion of China.

United States in the Second World War. Marc Harris. New York: Barnes & Noble, Inc. 1946. 167 pp.

One of the "College Outline Series," this work sketches U.S. involvement and military history in the war.

Unit Histories of World War II United States Army, Air Force, Marine Corps, Navy. U.S. Department of the Army. Washington, D.C.: Office of the Chief of Military History. 1950. 141 pp. Supplement: 1951; 50 pp.

A bibliography of 1673 official and unofficial histories of World War II units of the armed forces, published in cooperation with the New York Public Library.

U.S. Navy at War, 1941-1945. Ernest J. King. Washington, D.C.: U.S. Navy Department. 1946. 305 pp.

"Official reports to the Secretary of the Navy" by the Chief of Naval Operations. Many useful statistical data, numerous maps.

The War. Edgar McInnis. New York: Oxford University Press. 1940-1946. 6 vols.

Running accounts of the development of the war, emphasizing military history, with each volume covering one year of the war. Because each volume was prepared on the heels of the year it covered, much material revealed at later dates does not appear.

The War in Maps. Francis Brown. New York: Oxford University Press. 1946. 207 pp.

A cartographical history of the war, useful primarily in understanding strategy and tactics.

16·475

Wrestling

SEE ALSO Jujitsu; Sports.

Official NCAA Wrestling Guide. Forest Hills, N.Y.: National Collegiate Athletic Association.

A triennially revised publication giving the collegiate amateur rules and records in the sport, with data on team organizations.

Wrestling. New York: Amateur Athletic Union of the United States.

An annual publication of more than 100 pages outlining the official amateur rules for catch-as-catch-can and Greco-Roman wrestling, with Olympic, national, and regional results and records.

16·476

Writing

SEE ALSO Best Sellers; Censorship; Copyright; Dissertations; Grammar; Journalism; Language; Literature; Publishing; Theater.

SEE ALSO 4·4 for guides to preparing the research paper and Chapter 7 (Books about Words).

The Author-Publisher-Printer Complex [16-365] contains much useful information for the writer on preparing a book manuscript for publication, as well as data on copyright law, royalties, etc.

Author's Guide. New York: John Wiley & Sons, Inc. 1950. 80 pp.

A brief guide to preparing a manuscript, preparing illustrations for a book, preparing the material for the printer, reading proof, etc. An appendix covers details of editorial style. Glossary of publishing terminology.

Handbook of Broadcasting [16-65] includes sections on writing for radio, covering the radio play, the serial, radio addresses, and advertising scripts.

Literary Market Place [16-365] is helpful to the writer for addresses of book publishers, literary agents, etc.

The National Catholic Almanac [16-386] includes a "writers' market" for Catholic publications.

The Nation's Leading House Magazines [16-262] constitutes a writers' market guide to some 1500 U.S. house magazines that accept contributions from outside writers. Their requirements, scope of contents, rates of pay, etc., are stated.

The Newspaper Press Directory [16-305] is a useful writers' market for publications in Great Britain and the British Empire in its lists of periodicals and the general scope of their contents.

Television Techniques [16-433] includes a section on writing for television.

Words into Type [4-4] covers many aspects of writing, including style, grammar, use of words, etc. A bibliography with each section and glossaries of grammatical and printing terms.

16-477 Wrought Iron

SEE ALSO Furniture; Interior Decoration; Manufacturing; Metallurgy.

Wrought Iron. James Aston and Edward B. Story. 3d ed. Pittsburgh: A. M. Byers Co. 1952. 99 pp.

16-478 Yachting

SEE ALSO Boats and Boating; Ships and Shipbuilding; Sports.

Writers' and Artists' Year Book. New York: The Macmillan Company. 1906- .

An annual British publication covering both British and American markets for writers, illustrative artists, playwrights, motion-picture writers, photographers, composers, and radio and television writers. Publications, film studios, radio and television producers, etc., are listed in a classified arrangement with their requirements, rates of pay, etc., given. Literary agents are also listed.

Writer's Handbook. Rev. ed. Boston: The Writer, Inc. 1954. 650 pp.

A handbook that is revised completely every few years and in part (primarily in its market data) each year. Its contents include about 80 sections on various aspects of the writer's craft and the commercial phases of authorship, written by various authorities. Also lists of various markets for stories, articles, plays, and other literary productions, with basic information needed, and lists of literary agents.

Writer's Market. Aron M. Mathieu, ed. Cincinnati: Writer's Digest. 1930- .

An annual publication giving a classified listing of all the different types of markets for literary works, including addresses, requirements, rates of pay, etc. A special feature is the cross listing of publications under each classification under which they should appear. Classifications include such minor items as "fillers," puzzles, cartoon ideas, etc. Occasionally the publication is revised twice yearly. Current editions exceed 500 pages in length.

Writer's Yearbook. Aron M. Mathieu, ed. Cincinnati: Writer's Digest. 19- .

An annual publication consisting of "round-up" articles covering current trends of interest to the writer in such publishing fields as book publishing, magazines, radio, television, cartooning, etc. Market information is limited to a listing of top markets in various fields.

A comprehensive discussion of wrought iron, how it is made and how it is used industrially and in a variety of crafts. Glossary of special terminology and many photographs.

Yachting. Peter Heaton. New York: Charles Scribner's Sons. 1956. 280 pp.

A comprehensive history of the sport of yachting, well illustrated and well organized for quick reference.

Yacht Racing Rules and Tactics. Gordon C. Aymar. Princeton, N.J.: D. Van Nostrand Company, Inc. 1954. 143 pp.

16·479

Yoga

SEE ALSO Hinduism; Religion.

Yoga Dictionary. Ernest Wood. New York: Philosophical Library, Inc. 1956. 178 pp.

An interpretation of the rules of yacht racing as laid down by the North American Yacht Racing Union, with their application to yachting tactics. 132 photographs and diagrams.

Definitions and discussions of terms, techniques, and concepts of yoga.

Youth Organizations and Movements. SEE Boy Scouts; Girl Scouts; Organizations.

16·480

Zoology

SEE ALSO Animal Life; Biology; Zoos.

Nearly all the general encyclopedias give fairly detailed coverage of zoological subjects, but perhaps the *American Peoples Encyclopedia* [5·1] is most useful for its numerous entries on both major and minor aspects of the subject.

Guide to the Literature of the Zoological Sciences. Roger Cletus Smith. 3d ed. Minneapolis: Burgess Publishing Company. 1952. 133 pp.

A publication designed primarily for use by college students in research in zoology, there is much introductory general material on the use of reference works, the preparation of research papers, and the use and preparation of bibliographies. In addition, there are classified listings with detailed annotations of useful publications in the field, including zoology in general, entomology, biology, veterinary medicine, chemicals and drugs, and insecticides. Included in the listings are books, abstract journals, scholarly journals, government pub-

lications, taxonomic indexes, and microfilm sources. The new edition adds a number of European publications revived after World War II. Well indexed.

An Introduction to the Literature of Vertebrate Zoology. Casey Albert Wood. London: Oxford University Press. 1931. 643 pp.

An annotated bibliography in the field, now considerably out of date but useful for its listings of basic publications in the field. Based largely "on the titles in the Blacker Library of Zoology, the Emma Shearer Wood Library of Ornithology, the Bibliotheca Osleriana and other libraries of McGill University, Montreal."

A Source Book in Animal Biology. Thomas S. Hall. New York: McGraw-Hill Book Company, Inc. 1951. 716 pp.

An anthology of papers and publications from numerous sources in the U.S. and Europe, tracing the development in zoological thought from about 1500 to 1900. Each paper is accompanied by critical comments.

16·481

Zoos

SEE ALSO Circus; Animal Life.

Data on zoos can frequently be found in guidebooks covering in some detail the cities in which they are located. For listings of such guidebooks, see Chapter 15.

Zoological Parks, Aquariums and Botanical

Gardens. L. C. Everard. Washington, D.C.: American Association of Museums. 1932. 72 pp.

Lists with some descriptive information of principal zoos, aquariums, and botanical gardens in the U.S.

HOW TO USE THIS INDEX. This index consists of two types of entries—titles of works cited and subjects. Because authors and editors of many reference works change frequently from edition to edition, these have been omitted to avoid confusion. Entries in the Index are arranged, as are bibliographic listings in the main body of the book, according to the letter-by-letter system of alphabetization (see pages 17–19).

Title entries. When works are cited more than once in the book, the number of the page where the principal citation appears is set in boldface (very black) type.

Subject entries. Page references appearing immediately after the main subject listing, when analytical references follow, refer to places where general sources on the subject are to be found. Analytical references that appear in many cases following the main subject listing refer to special aspects of the subject discussed elsewhere. Where subjects and book titles are duplicative, subjects have been omitted.

PART FOUR

Index

- AB Bookman's Yearbook*, **160**, 322, 352
- abbreviations, 109, 117–118
 in air transport, 321
 in bibliographies, 43
 in book trade, 352
 in dictionaries, 105–106
 geographic, 268
 legal, 480
 medical, 507
 military, 515
 Polish-English, 131
 in publishing, 44, 575
 in reference works, 24
 scientific and technical, 122, 599
 of World War II, 647
- An ABC for Mothers*, 371
- The ABC of Cat Diseases*, 365, **637**
- The ABC World Airways Guide*, 321
- aberrations, 570
- Abingdon Bible Commentary*, 344
- Aboard and Abroad*, 280, 321, 394, 457, 605, **630**
- Abridged Readers' Guide to Periodical Literature*, 146
- abstracting services, engineering, 411
- abstracts, 153, 311–312
 directory of, 167
 of periodicals, 141
- abstracts, indexes to, 148
- Abstracts of Bacteriology*, 339
- academies, 409
- Accepted Dental Remedies*, 392, **401–402**
- Accessories of Dress*, 401
- accidents, 595
 aviation, 338
 first aid, 418–419
 insurance, 467
- Accountancy as a Career Field*, **313**, 640
- Accountant's Handbook*, 313
- accounting, 313, 359
 business machines, 362
 in chemical firms, 368
 secretaries in, 601
 in taxation, 618–619
- Accounting for Secretaries*, **313**, 601
- Accounting Terminology*, 313
- Accredited Higher Institutions*, 378
- acoustics, 313–314
- audio equipment, 336
 high fidelity, 446–447
 polyglot dictionary of, 122
 terms in, 620
- actors, biographical data on, 150, 230, 238, 245, 248–249, 256–257
- Actors and Authors*, 230
- address, forms of, 106, 109, 314
- addresses, of Americans, 221
 of businessmen, 235
 of chambers of commerce, 192, 197
 in directories, 173–181, 211
 of educational officials, 239
 of foreign information sources, 196–197
- addresses (speeches), 573–574
- Aden, biographical data on, 223
- adolescence, problems of, 372, 602
 social guide for, 415
- The Adopted Family*, 314
- adoption, 314, 371, 543
- adult education, 314–315
 extension programs, 380
 in Great Britain, 406
 organizations, 543
- Adult Education Association, directory of, 314
- Advanced Atlas of Modern Geography*, 268
- Adventures in Good Cooking*, 365, **384**
- Adventures in Good Eating*, 277, **591**
- adverbs, use of, 114
- advertising, 315–316
 art in, 441–442
 biographical data on, 228
 broadcasting, 355

INDEX

- advertising, in chemical business, 368
 college newspapers, guide to, 139
 directories, 174, 177-181
 legal aspects of, 386
 in magazines, 496
 market research, 501-502
 newspapers, 535-536
 directories of, 139-141
 organizations, 542
 periodicals, Great Britain, 140
 posters, 565
 psychology in, 572
 public relations, 573
 in publishing, 576
 sales promotion, 595
 schools of, 596
 on television, 622
Advertising, 315
Advertising Terminology, 315
 aerial navigation. See NAVIGATION
 aerodynamics, 339
 aeronautical engineering, 338-339
 periodicals on, 148
Aeronautical Engineering Index, 148, 338
Aeronautical Engineering Review, 148
 affixes, list of, 111
 Africa, atlas of, 271
 biographical data on, 222
 birds of, 348
 exploration of, 264
 geographic data on, 276-277
 historical atlas of, 267-268
 languages of, 479
 libraries in, 485
 peoples of, 325, 535
 vital statistics of, 639
 Africa, South. See SOUTH AFRICA, UNION OF
Africa: A Social, Economic, and Political Geography of Its Major Regions, 276
 Afrikaans language, dictionaries of, 123
 aged, the, gerontology and geriatrics, 437
 retirement, 591
 agencies. See ORGANIZATIONS
 agents, concert, 246
 literary, 576
 theatrical, 246
 agricultural experiment stations, 318
Agricultural Index, 148, 188, 316, 637
Agricultural Statistics, 316
 agriculture, 316-319
 in Bible times, 345
 business aspects of, 359, 502
 by-products, 317
 commodities, 381
 agriculture, conservation, 383
 cooperatives, 385
 dictionaries of, French-English, 125
 polyglot, 122
 economics of, 405
 education for, British, 406
 farm buildings, 364, 397
 farm machinery and equipment, 416
 fertilizers, 417
 harvest schedules, 270
 insects in, 466
 maps of, 269-270
 organizations, 543-544
 periodicals on, 536
 indexes to, 148
 statistics, comparative, 272
 world, 272
 yearbook of. See *Yearbook of Agriculture*
Aids to Geographical Research, 263-264
The Air Almanac, 334, 338, 533, 625
 air conditioning, 319, 586
Air Conditioning Refrigerating Data Book, 319, 586
The Aircraft of the World, 320
The Aircraft Year Book, 320
 Air Force, 319-320
 airplanes, 320-321
 directories, 187
 leaders in, 245
 occupational data, 641
 sports, 613
 in World War II, 647
The Air Force Officer's Guide, 319, 414
Air Force Register, 245, 319
The Air Force Wife, 319, 414, 458
 airlines, 321
 Canadian, 299
 list of, 110
 maps of, 270, 296
 timetables, 582
Airman's Almanac, 234, 338
Air Officer's Guide, 319-320, 414, 506
 airplanes, 320-321
 naval, 534
 periodicals on, indexes to, 148
 airports, 321, 375
 air races, 338
 air transport, 321
 airplanes, 320-321
 airports, 321
 guidebooks for, 274
 investment data on, 630
 in Pacific Ocean area, 631
 see also AIRLINES
Air University Periodical Index, 148, 338, 514
Aiton's Encyclopedia, 70
 A.L.A. See AMERICAN LIBRARY ASSOCIATION
Alabama, 290
Alabama Official and Statistical Register, 290
 Alaska, biographical data on, 218, 220
 business index of, 220
 geographic data on, 272, 290
 hotels in, 461
 Indians of, 464
 place names in, 264, 530
 restaurants in, 591
 travel data on, 284
Alaska, 1741-1953, 290
Alaska Today, 218, 290
Albanian-English and English-Albanian Dictionary, 123
Album of American History, 453
 alchemy, 553
 alcoholic beverages, 322, 354, 644-645
 Aleutian Islands, 283
 alien registration, 531
All about Aircraft, 320
All about Christmas, 374, 611
All about Hawaii, 291
All about House Wiring, 409
All about Ships and Shipping, 605
All about Television, 622
All about Trailers, 629
Allen's Synonyms and Antonyms, 114
 allergens, 403
 allergies, tables of, 510
 allergists, biographical data on, 228
 societies of, 545
All of the Women of the Bible, 235, 344
 "All-Pets Dog Books," 396
All-Sports Record Book, 256, 613
All-Sports Rule Book, 613
 "All the Best in . . ." series, 274
All the Best in Cathedral France, 301
All the Best in Central America, 282
All the Best in Cuba, 300
All the Best in England, 301
All the Best in Europe, 280
All the Best in Germany and Austria, 297, 301
All the Best in Hawaii, 291
All the Best in Holland, 305
All the Best in Italy, 304
All the Best in Mexico, 305
All the Best in South America: East Coast, 282
 West Coast, 282
All the Best in Spain and Portugal, 307
All the Best in Switzerland, 307
All the Best in the Caribbean, 280

- All the Best in the Mediterranean*, 283
- Almanach de Gotha*, 238, **247**, 435
- An Almanack*. See Whitaker's *Almanack*
- almanacs, 90–94
 astronomy in, 334
 as biographical sources, 210, 215
 of Canada, 298–299
 farmers', 318
 geographic data in, 261, 266
- alphabet, 322
- Alphabetical Index of Occupations and Industries*, 640
- alphabetization, 17–19, 176, 418
- alphabets, foreign-language, 121, 479
- altitudes of U.S., 285
- aluminum industry, 498
- The Amateur Astronomer's Handbook*, 334
- Amateur Builder's Handbook*, 355
- Amateur Finisher's Guidebook*, 548
- The Amateur Photographer's Handbook*, 554
- ambassadors. See DIPLOMATS
- America, atlas of, 271
 biographical sources on, 218–222
 exploration of, 264
 geographic data on, 277–278
 historical atlas of, 267–268
- Americana, 322
 collecting of, 351–352
 dealers in, 332
 folklore, 424–425
 history, 453–456
 literature, 489–490
- Americana, Encyclopedia*. See *Encyclopedia Americana*
- The Americana Annual*, **86–87**, 163, 214, 252, 378
- American Agencies Interested in International Affairs*, 142, **197**, 468, 541
- American and English Genealogies in the Library*, **218**, 435
- American Annual of Photography*, 554
- American Anthology, 1787–1900*, 230, **560**
- American Architects' Directory*, **228**, 328, 596
- American Art Annual*, 330
- American Art Directory*, 142, **330**, 521, 541, 596
- American Authors, 1600–1900*, 230
- American Authors and Books, 1640–1940*, 230, **489**, 496, 535
- American Aviation World-wide Directory*, 234, **338**
- American Bar*, **243**, 480
- American Bar Association*, officials of, 243
- American Book Illustrators*, **228–229**, 330, 489
- The American Book of Days*, **457**, 587
- American Book-Prices Current*, **160**, 351
- American Book Trade Directory*, 142, 235, 253, 351, **352**, 575, 584
- American Business Dictionary*, 357
- The American Businessman's Guide to Britain*, 301
- American Catholic Convert Authors*, 230
- The American Catholic Who's Who*, 254
- American Chemical Industry*, 236, **367**, 402, 498
- The American Citizens Handbook*, 531
- The American College Dictionary*, **106–107**, 440
- American colonies, literature of, 489–491
- "The American Commonwealth Series," **290**, 438
- American Composers Today*, 237
- American Council of Learned Societies, 80
- American Cyclopaedia*, annual supplement, 87
- American Dances*, 389
- American Dental Directory*, 238, 378, **392**
- American Diaries*, 393
- American Educational Catalog*, 163
- American Educator Encyclopedia*, **59–60**, 348, 382
 annual supplement, 89
 bibliographies in, 157
 as biographical source, 213
 geographic data in, 265
 illustrations in, 200, 258, 447
- American Electrician's Handbook*, 409–410
- American Engravers upon Cooper and Steel (Mantle)*, **240**, 412
- American Engravers upon Copper and Steel (Stauffer)*, **240**, 412
- American Ephemeris and Nautical Almanac*, **334**, 513, 533, 625
- The American Everyday Dictionary*, 107
- American Federation of Labor: History, Encyclopedia, Reference Book*, 476
- The American Festival Guide*, 457
- American Fiction: An Historical and Critical Survey*, 417
- American Firearms Makers*, 241
- American First Editions*, 351
- American Folk Song and Folk Lore*, 424, **425**
- American Food and Game Fishes*, 420
- American Foundations and Their Fields*, **429**, 552
- American Foundations for Social Welfare*, 429
- American Foundations News Service*, 429
- The American Gardener's Book of Bulbs*, 356
- American Genealogical-Biographical Index*, **219**, 435
- American Genealogist*, **219**, 435
- American Geographical Society of New York, 264
- American Glass*, 437
- The American Guide*, 191, **284–285**, 476, 489, 525, 630
- "American Guide Series," 191, **289–290**, 296–297, 438, 453, 463, 521
- American Handbook of Synthetic Textiles*, **618**, 623
- American Health Directory*, 506, **541**, 596
- American Historical Prints*, 309
- American History and American Historians*, 241, **453**
- American History Atlas (Hammond)*, 285
- American History Atlas (Hart)*, 285
- American Hospital Directory*, **460**, 506, 537, 541, 596
- American Illustrated Medical Dictionary*, 506–507
- The American Indian*, 463–464
- American Indians. See INDIANS, AMERICAN
- "American Industries Series," **498**, 640
- American Institute of Architects, members of, 228
- Americanisms, 112–115, 569
- American Jewish Yearbook*, **242**, 474, 541
- American Junior Colleges*, 475
- American Kennel Club, 396
- American Labor Unions: What They Are and How They Work*, 476
- The American Language*, 112
- American Library Annual*, 142, **483**, 541, 568, 575
- American Library Association, A.L.A. Catalog, **164**, 483
 A.L.A. Glossary of Library Terms, 483
 A.L.A. Index, **164**, 487
 A.L.A. Membership Directory, **243**, 483, 541
 A.L.A. Portrait Index, 258

- American Library Association, *The Booklist-Subscription Books Bulletin*, 160
- American Library Directory*, 34, 194, 243, **483**
- American Library Resources: A Bibliographical Guide*, **164**, 483
- American literature, 489–490
- Americana, 322
- authors of, 230–233
- chronology of, 391
- criticism of, indexes to, 149
- see also BOOK REVIEWS
- drama. See DRAMA
- indexes to, 146–147, 151
- Library of Congress collection of, 185
- in magazines, 496
- poetry, 560
- short stories, 606
- of the Southwest, 288–289
- sporting, 231
- American Literature*, 489
- American Medical Directory*, 244, 483, **507**, 541, 596
- American Men of Science*, 255
- American Mottoes and Slogans*, 520
- American music, 525
- American Names*, **285**, 530
- American National Government*, 439
- American Nicknames: Their Origin and Significance*, 528
- American Novelists of Today*, 230
- American Nurses Dictionary*, 537
- American painting, 547
- The American Party System*, 562
- American Peoples Encyclopedia*, **60–61**
- arts in, 328, 330, 486
- bibliographies in, 156
- as biographical source, 213, 240, 247, 250, 252, 253, 256
- economics in, 357, 405, 627
- education in, 378, 406, 541
- geographic data in, 265
- history and government in, 439, 447, 453, 646
- illustrations in, 200, 258
- science in, 334, 348, 367, 396, 419, 465, 506, 555, 597, 637, 649
- social studies in, 463, 480, 571, 587
- sports in, 612
- statistics in, 615
- technology in, 316, 334, 471, 498, 512, 515, 619
- The American Peoples Encyclopedia Yearbook*, **87**, 163
- as biographical source, 214, 256
- illustrations in, 200, 258
- The American Peoples Encyclopedia Yearbook*, prizes, 518, 567
- sports, 612
- "Year in Review," 388
- American Pewter*, 552
- American Pharmaceutical Association, 403
- American Plant Names*, 556
- American Popular Music (1875–1950)*, 563
- American Power Boat Association Year Book and Racing Rules*, 351
- American Practical Navigator*, 334, **533**
- The American Pronouncing Dictionary of Troublesome Words*, 117
- American Psychiatric Association, 571
- Biographical Directory of Fellows and Members*, 253
- American Public Addresses, 1740–1952*, 573
- American Punctuation*, 577
- American Quilts*, 578
- American Revolution. See UNITED STATES, HISTORY, REVOLUTION
- American Rugs*, 594
- American School and University*, 355–356, **406**, 577
- American School Library Directory*, 406, **483–484**
- American Science and Invention*, **471**, 597
- American Seashells*, 604
- American Silver*, 607
- American Social Insects*, 465
- The American Southwest*, 288
- American Spiders*, 612
- The American Stamp Collector's Dictionary*, 614
- The American Thesaurus of Slang*, 113
- "American Travel Series," **288**, 296, 461, 591
- The American Treasury*, 1455–1955, 578
- American Trees: A Book of Discovery*, 633
- American Universities and Colleges*, 379
- American Water and Game Birds*, 348
- American Wild Flowers*, 423
- American Wild Life Illustrated*, 324
- The American Woman's New Encyclopedia of Home Decorating*, 468
- American Women of Science*, 255
- America's Educational Press*, **142**, 406
- America's Fabrics: Origin and History, Manufacture, Characteristics and Uses*, 623
- America's Music*, 525
- America's Needs and Resources: A New Survey*, 532
- Amish, 323
- ammunition, 442, 462
- amphibians, 590
- Amphibians and Reptiles of Western North America*, 590
- Amy Vanderbilt's Complete Book of Etiquette*, 386, **414**
- anatomy and physiology, 95, 323, 507
- Anatomy of the Human Body*, 323
- ancient civilizations, 327
- geographic data on, 278
- ancient history, 278, 327, 449–450
- figures in, 236
- Ancient History*, 449–450
- Ancient, Medieval and Modern History*, 448
- anecdotes, 573–574
- of famous people, 217
- anesthesia, 510, 617
- The Angler's Almanac*, **420–421**, 630
- The Angler's Handbook*, 421
- Anglican church, 569
- angling. See FISHING
- Anglo-Saxon literature, 492
- Animal Diseases*, 637
- The Animal Kingdom (Drimmer)*, 324
- The Animal Kingdom (Goodman)*, 324
- animal life, 95, 324–325, 649
- of Africa, 277
- amphibians, 590
- bacteria, 339–340
- in Bible times, 345
- birds, 348–350
- conservation of, 383
- ecology, 404
- fish, 419–420
- insects, 465–467
- mammals, 497–498
- oddities of, 95
- of Pacific Ocean area, 284
- pets, 551–552
- reptiles, 590, 608
- tracks of animals, 324
- see also specific animals
- Animals of the Past*, 324, **429**
- Animals of the Seashore*, **324**, 500
- Animals of the World*, 324
- Annals of European Civilization*, 451
- Annals of Opera*, 539
- anniversaries, 457–458
- food for, 384
- Anniversaries and Holidays*, **457**, 587

- An Annotated Bibliography of Selected Chinese Reference Works*, 299
- "An Annotated Bibliography on Journalistic Subjects in American Magazines," 152, 474
- Annotated Bibliography on the Amish*, 323
- Annuaire européen: European Yearbook*, 280-281, 388
- Annual Bibliography of English Language and Literature*, 478, 491
- Annual Library Index*, 146, 164
- Annual Literary Index*, 146, 164
- Annual Magazine Subject Index*, 146, 436, 448
- annual publications, 85-94
- Annual Review of Psychology*, 571
- Annual Review of United Nations Affairs*, 635
- annuals, 85-94
- as biographical sources, 215
 - encyclopedic, 57, 85-89
 - specialized, 311
 - see also sources cited under specific subject headings
- Annual Survey of Manufactures*, 498
- Annual Syndicate Directory*, 535
- anonymous literature, 147, 166
- Antarctica, 78, 278
- Antarctic Bibliography*, 278
- The Antarctic Today*, 278
- anthems, national, 272
- anthologies, of classical literature, 487, 488
- of Danish literature, 490
 - of drama, 399
 - of fairy tales, 416
 - of patriotic literature, 531
 - of philosophy, 553-554
 - of poetry, 559-561
 - of Russian literature, 495
 - of short stories, 606
 - of songs, 611
- anthropologists, biographical data on, 228, 239
- Egyptologists, 239-240
- anthropology, 78, 95, 325
- archaeology, 327
 - ethnology, 413-414
 - Indians, American, 463-465
 - of Latin America, 282
 - periodical data on, 152
- Anthropology Today*, 325
- antibiotics, 326
- antihistamines, 561
- antiques, 326-327
- clocks, 643
 - dealers in, 332
 - furniture, 431-432
 - glassware, 437
 - pewter, 552
- antiques, porcelain and pottery, 563-564
- quilts, 578
- silver, 607
- Antiques A to Z*, 326
- antonyms. See **SYNONYMS AND ANTONYMS**
- Apollo*, 229, 330
- Appleton's Annual Cyclopaedia*, 87
- Appleton's Cyclopaedia of American Biography*, 219
- Appleton's New English-Spanish and Spanish-English Dictionary*, 132-133
- appliances, 410
- design of, 393
- Applied Science & Technology Index*, 151
- Applied Solar Energy Research*, 541, 611
- Approved Technical Institutes*, 596, 620, 640
- Aquarium Highlights*, 634
- aquariums, 649
- home, 532, 634
- Arabia. See **SAUDI ARABIA**
- The Arabian Peninsula*, 283
- Arabic and English Dictionary*, 123
- Arabic language, dictionaries of, 123
- of medical terms, polyglot, 122
- Arachnida, 612
- arbitration, industrial, 476-477
- international, 632
- arboretums, 558
- archaeologists, biographical data on, 239
- Egyptologists, 239-240
- archaeology, 327
- Biblical, 347
 - periodical data on, 149, 151
- Archery*, 328
- architects, 228
- The Architectural Index*, 148-149, 228, 328, 356
- architecture, 328-329
- American, 284
 - early American houses, 328-329
 - building, 355-356
 - of churches, 375
 - city planning, 375
 - equipment catalogues of, 500
 - history of, 328-329, 332
 - marine, 501
 - periodicals on, indexes to, 148-149
 - of school buildings, 406
 - schools of, 596
 - Slovak, 332
 - of theaters, 625
- Architecture through the Ages*, 328
- archives, of art, 448
- historical, 454
 - see also **NATIONAL ARCHIVES**
- Arctic Regions, 278
- exploration of, 264
- Argentina, biographical data on, 222
- arithmetic. See **MATHEMATICS**
- Arizona, 290
- Arkansas, 290
- armament, aircraft, 339
- armed forces, abbreviations used in, 118
- etiquette in, 414
 - language of, 113, 647
 - medals and decorations, 506
 - medical services, 508
 - military justice, 481
 - occupational data, 641
 - packaging for, 546
 - reserves, 515
 - uniforms, 635
 - unit histories, 329-330, 647
 - veterans' affairs, 637
 - women in, 641
 - see also **AIR FORCE; ARMY; MARINE CORPS; MILITARY SCIENCE AND AFFAIRS; NAVY**
- Armed Forces Sports Almanac*, 256, 514, 613
- arms and armor, antiques, 326
- Army, 329-330
- directories, 187
 - Medical Library, 507-509
 - occupational data, 641
 - officers, 245
 - sports, 613
 - terms of, 515
 - uniforms, 635
 - in World War II, 647
- Army Medical Library Catalog*, 507
- The Army Officer's Guide*, 329, 458
- The Army Wife*, 329, 414, 458
- Around the World in 1,000 Pictures*, 309
- The Art and Antique Restorers' Handbook*, 326, 444
- The Art and Architecture of India*, 332
- The Art and Architecture of Russia*, 332
- The Art and Architecture of the Ancient Orient*, 332
- art and the arts, 330-333
- antiques, 326-327
 - biographical data on, 228-230
 - chronologies of, 391
 - commercial, 441-442
 - exhibitions of, 230
 - galleries and museums, 485, 521-522

INDEX

- art, Greek, 302
 illustrations, indexes to, 201, 203
 Italian, illustrations of, 82
 Japanese, 304
 Latin American, 282
 myths used in, 526
 oddities of, 94-95
 periodicals on, 142
 indexes to, 149
 schools of, 229, 596
 see also specific arts
Art Archives, 448
Articles on American Literature, Appearing in Current Periodicals, 1920-1945, 149, 489
Art Index, 149, 327, 330, 433, 468
 "Artist Index to Stauffer's 'American Engravers,'" 240
 artists, American, bibliography of, 229
 biographical data on, 228-230
 bird-book illustrators, 349
 commercial, market guide for, 648
 engravers, 240
 etchers, 240
 furniture makers, 241
 illustrators, 228-230, 373
 medalists, 244
 painters, 249-250
 pewter makers, 250
 sculptors, 255
 Western, 455
The Artist's Handbook of Materials and Techniques, 548
The Art of Hand-weaving, 643
The Art of Plain Talk, 11
Art Prices Current, 330, 595
 arts, liberal. See LIBERAL ARTS
Art through the Ages, 331
The ASCAP Biographical Dictionary of Composers, Authors, and Publishers, 230, 237, 245
 Asia, atlas of, 271
 biographical data on, 78, 223-224
 botany of, 353
 economic survey of, 405
 exploration of, 264
 geographic data on, 278-279
 historical atlas of, 267-268
 history of, 451-452
 libraries in, 485
 literature of, reference books, 171
 mammals of, 497
Asia and Africa in the Modern World, 276, 279
Asia's Lands and Peoples, 279
Aslib Book List, 160
ASME Handbook, 505, 512
ASM Review of Metal Literature, 512
Aspects of Deep Sea Biology, 500
 Association of American Railroads, 582
 associations. See ORGANIZATIONS
 Assyria, geography of, 278
ASTE Die Design Handbook, 505
ASTM Book of Standards, 367, 512
ASTM Methods of Chemical Analysis of Metals, 512
ASTM Proceedings, 512
 astrology, 333, 553
Astrology: Your Place in the Sun, 333
 astronomy, 95, 334
Athenaeum Subject Index, 148
 athletes, 256
 athletics. See GAMES AND RECREATIONS; SPORTS
Atlanta: Capital of the South, 296
 atlases, 261-262, 267-271
 of Africa, 277
 for air travel, 274
 anatomical, 323
 Biblical, 279-280, 345-346
 climatic, 513
 commercial, 270
 current, 268-271
 in dictionaries, 110
 economic, 405
 of Great Britain, 302
 historical, 61, 267-268, 451
 of ancient history, 278
 Asiatic, 279
 Biblical, 279-280
 European, 281
 U.S., 285, 287-288
 of World War II, 647
 of insects, 465
 of New Zealand, 306
 nongeographic, 312
 railroad, 287, 583
 road and highway, 286-287, 296, 592
 of sports, 613
 of stars, 334
 of World War II, 647
Atlas of American History, 285
Atlas of European History, 281, 451
Atlas of Human Anatomy, 323
Atlas of the Bible, 279
Atlas of the Historical Geography of the United States, 285
Atlas of the Scale Insects of North America, 465
Atlas of the World's Resources, 516
 atmosphere, 334
 atomic energy, 335
 terms defined, 339
Atomic Medicine, 335
 auctioneers, literary, 352
 auctions. See SALES AND AUCTIONS
Audio Engineering Audio Anthology, 313, 410
 audio-visual aids, 195-196, 199-203
 art reproductions, 547
 on child development, 372
 on medicine, 403
 recordings, 584-586
 audio-visual education, 335-336
 government publications, 187
 for groups, 568
Audio-visual Materials for Educational and Cultural Uses, 203, 335
 auditing, 313
Audubon Guides: All the Birds of Eastern and Central North America, 348
Audubon Water Bird Guide, 348
Audubon Western Bird Guide, 348
 Australasia, historical atlas of, 267-268
 see also PACIFIC OCEAN AREA
 Australia, atlas of, 271
 ballads, 340
 biographical data on, 224
 geographic data on, 297
 history of, 297
 periodicals, 140
 slang of, 114
 special libraries in, 484
 travel data on, 284
Australia (Cairns), 297
Australia (Grattan), 297
 Austria, art works in, 333
 biographical data on, 224
 geographic data on, 272, 297
Austria (Baedeker), 297
Austria (Ogrizek), 297
Authentic Guide to Naturalization, Immigration, Alien Registration and Passport Regulation, 531, 630
 authorities. See EXPERTS
The Author-Publisher-Printer Complex, 385, 568, 575, 648
 authors, biographical data on, 159, 230-233
 historians, 241
 identification of, 488
 lists of, 215
 playwrights, 256-257
 poets, 250
Author's Guide, 575, 648
 authorship. See WRITING
Auto, 19-, 337
 autobiographies, British, 225
 Canadian, 221
 theatrical, 257
The Auto Camper's Guide to Canada, 363, 531
 autographs, collecting of, 351
 of presidents, 252

- Automobile Facts and Figures*, 337
- automobiles, 337–338
- bus transport, 362
- driving, 337
- industry, 498
- racing, 337–338
- ratings, annual, 384
- trailers, 629
- Automobile Year*, 337
- Automotive Mechanics*, 337
- Automotive Service*, 337
- Autorenlexikon der Gegenwart*, 230
- The A-V Bibliography*, 336
- aviation, 338–339
- aerial navigation, 264, 334, 512–513, 533
- aerial photography, 500
- dictionaries of, 339
- French-English, 125
- German-English, 127
- figures in, 234
- industry, 234, 498
- periodicals on, indexes to, 148
- rockets and guided missiles, 592
- see also AIR FORCE; AIRPLANES; AIR TRANSPORT
- Aviation Annual*, 338
- The Aviation Week Airport Directory*, 321, 338, 541
- awards. See PRIZES AND AWARDS
- Azores, geographic data on, 272
- baby care. See CHILD CARE AND GUIDANCE
- Babylonia, geography of, 278
- The Baby Sitter's Guide*, 339
- bacteriology, 339–340
- antibiotics, 326
- biochemistry, 347
- Baedeker guides, 273
- Bahamas, 280
- Bahrein, biographical data on, 223
- Baird's Manual of American College Fraternities*, 241, 379, 430
- Baker's Biographical Dictionary of Musicians*, 245–246
- Balkans, geographic data on, 282
- ballads, 340
- Irish, 425
- of railroads, 425
- recordings of, 586
- ballet, 340–341
- dancers, 238
- operatic, 539–540
- see also DANCE AND DANCING
- Ballet*, 238, 340
- The Ballet Annual*, 238, 340
- Ballet Carnival*, 238, 340, 584
- ballroom dancing, 389–390
- Bamfords Poisons: Their Isolation and Identification*, 561
- banding of birds, 350
- bands, 341
- The Bandsman's Everything Within*, 237, 341, 379
- bankers, biographical data on, 234
- Bankers' Almanac and Yearbook*, 341, 467
- bankruptcy, 342
- investigation, 471
- banks and banking, 341–342, 498
- in British Commonwealth, 280
- credit ratings, 387
- finance, 357–361
- foreign exchange, 428
- insurance, 467
- interest, 467
- investments, 471–472
- personal, 550
- in Sweden, 361
- Banned Books*, 366
- A Baptist Bibliography*, 342
- Baptist Church, 342
- bar associations, reports of, 481
- bar tending, 322
- baseball, 342–343
- biographical data on, 234
- The Baseball Almanac*, 234, 342
- Baseball Guide and Record Book*, 342
- The Baseball Register*, 234, 342
- Baseball's Greatest Players*, 234
- A Basic Book Collection for Elementary Grades*, 164, 484
- A Basic Book Collection for High Schools*, 164, 336, 484
- A Basic Book Collection for Junior High Schools*, 164, 484
- The Basic Book of Sports*, 613
- Basic English, 108, 479
- The Basic Everyday Encyclopedia*, 76
- Basic Facts about the United Nations*, 635
- Basic Facts and Figures*, 354, 406, 484, 575
- Basic Medical Terms and Techniques*, 507
- Basic Reference Sources*, 170, 484
- A Basic Semitic Bibliography*, 344–345, 478
- basketball, 343
- Basque literature, 495
- Basutoland, geographic data on, 308
- baths and bathing, 343
- battles, maps of, 268
- see also WARS AND WARFARE
- Baughman's Aviation Dictionary and Reference Guide*, 339
- Bavaria, 301
- bazaars, 343
- Bear Cub Scout Book*, 354, 363, 444, 532
- beauty care, 343
- beauty care, cosmetics, 386
- skin, 392–393
- Bechuanaland, geographic data on, 308
- The Bee Keepers Encyclopedia*, 344
- Beer and Brewing in America*, 354
- bees and beekeeping, 344
- Beethoven Encyclopedia*, 209
- Beginner's Bengali-English Dictionary*, 123
- Beginner's Handbook of Gold and Tropical Fish*, 634
- A Beginner's Star Book*, 334
- Belgian Congo, biographical data on, 222
- Belgium, biographical data on, 224
- engravings in, 413
- geographic data on, 297–298
- museums in, 332, 521
- painters of, 249
- Belgium, 297, 298
- Belgium and Holland, 298, 305
- Belgium and Luxemburg, 298, 305
- Benelux, 298
- Bengali language, dictionaries of, 123
- The Berkshire Hills*, 292
- Berlin, 301
- Berlitz Basic French Dictionary*, 125
- Berlitz Basic Spanish Dictionary*, 133
- Bermuda, geographic data on, 272, 280, 298
- museums, 521
- newspapers, 536
- periodicals, 140
- Bermuda Holiday*, 298
- berries, 430
- Das Bertelsmann Lexikon*, 81
- Bessie Graham's Bookman's Manual*, 164–165, 171, 487
- Best American Short Stories*, 606
- Best British Short Stories*, 606
- Best Plays of 19–*, 398
- Best Quotes of '54, '55, '56*, 578
- best sellers, 163, 344
- The Best Western Motels*, 461
- Better Health for Your Children*, 550
- Better Homes and Gardens Baby Book*, 371
- beverages, alcoholic, 322, 354, 644–645
- Bhargava's Standard Illustrated Dictionary of the English Language*, 128
- Bible, 344–347, 496
- abbreviations of books, 118
- atlases, 279–280, 345–346
- characters of, 234–235
- coins of, 377
- geography of, 279–280

- Bible, German, 127, 625
 plants of, 558
 proper names in, 65
 quotations, 578-580
 Roman Catholic data on, 594
A Bible Atlas, 279
Bible Dictionary, 235, **345**
The Bible in Questions and Answers, 345
Bibliografía de literatura hispánica, 495
Bibliographical Citation in the Social Sciences and Humanities, 43
 bibliographical data, sources of, 156-157, 163-170
 types of, 155-156
A Bibliographical Guide to Danish Literature, 230-231, **491**
A Bibliographical Guide to the English Educational System, **406**, 542
Bibliographical Procedures and Style, **43**, 165
Bibliographic Index, 149, **160**
Bibliographie der Rezensionen, 159
 bibliographies, annotations for, 39-40
 bibliographies of, 44, 164-167, 170
 biobibliographies, 230-233, 237
 in bibliographies, 209
 of current books, 157-163
 in general encyclopedias, 59-75, 156-157
 history of, 167
 indexes to, 149, 160
 by Library of Congress, 186-187
 national, 272
 in guidebooks, 157
 in periodicals, 139
 indexes to, 148
 preparation of, 42-44, 169
 in reference works, 23, 39, 157
Bibliographies: Subject and National, **165**, 264
Bibliographies and Summaries in Education to July, 1935, 407
Bibliographies in American History, 453
Bibliographies of Theses in America, 394
 bibliography, 155-172
 book reviews, 158-159
 current, 89
 current books, lists of and guides to, 160-163
 reference books, guides to, 170-172
Bibliography and Catalogue of the Fossil Vertebrates of North America, 429
Bibliography and Footnotes, 43
A Bibliography for the Study of American Folk Songs, 425
Bibliography of Aeronautics, 339
Bibliography of African Anthropology, 1937-49, 325
Bibliography of Agriculture, 317
Bibliography of American Literature, 231, **489**
Bibliography of Australia, 297
Bibliography of Bibliographies in Religion, 587
Bibliography of Bibliographies of the South Pacific, 283
Bibliography of Bibliographies on the Arctic, 278
Bibliography of Books and Articles on Mongolia, 305
Bibliography of British History, 451
A Bibliography of Comparative and Foreign Law Books and Articles in English, 480
Bibliography of County Histories, **285**, 454
Bibliography of Dancing, 389
A Bibliography of Eastern Asiatic Botany, 353
Bibliography of Engineering Abstracting Services, 411
Bibliography of Fossil Vertebrates, 429
Bibliography of German Culture in America, to 1940, 413
Bibliography of Interlingual Scientific and Technical Dictionaries, 120
Bibliography of Latin American Folk Music, 425
Bibliography of Monolingual Scientific and Technical Glossaries, **597**, 620
A Bibliography of Music Dictionaries, 246, **522**
Bibliography of Naval Literature in the United States Naval Academy Library, 534
A Bibliography of North American Folklore and Folksong, **424**, 425
A Bibliography of Pewter, 552
Bibliography of Place Name Literature, **264**, 530
Bibliography of Scientific and Industrial Reports, **160**, 597
Bibliography of South Carolina, 1563-1950, 294
Bibliography of Technical Reports, 620
Bibliography of Texas, 1795-1845, 295
Bibliography of Thailand, 308
Bibliography of the Charter of the United Nations, 635
Bibliography of the Negro in Africa and America, 535
Bibliography of the Sequence Novel, 417
Bibliography of the Technical Literature on Silk, 607
Bibliography of Western Language Materials on Korea, 305
Bibliography on Hearing, 313
A Bibliography on South American Economic Affairs, 282, **405**, 627
Bibliography on the Communist Problem in the United States, 382
Bibliography on the Petroleum Industry, 551
Bibliography on the Teaching of Modern Languages, 407, **479**
 big-game hunting, 462
Billboard Encyclopedia of Music, 246, 354-355, 518, **522**, 563, 584
 billiards, 347
Bio-Bibliographical Index of Musicians in the United States of America Since Colonial Times, 246
 biobibliographies, of authors, 230-233
 of composers, 237
 biochemistry, 347
 bacteriology, 339-340
 dictionary of, 347
 Spanish-English, 370
 biographical data, 207-258
 in almanacs, 91-93
 bibliographies of, 216
 current, 86-89, 91, 216-217, 220
 in dictionaries, 102-103
 abridged, 106-110
 in directories, 174, 180
 in encyclopedia annuals, 86-89
 in encyclopedias, 59-75
 abridged, 75-80
 foreign-language, 80-83
 entry titles for, 15-16
 general sources of, 212-218
 geographically limited, 218-227
 guides to, 212
 indexes to, 149
 in newspaper indexes, 144-145
 by occupational groups, 227-257
 in periodical indexes, 146
 in periodicals, 137
 personal trivia, 137, 215, 221
 portraits, 201, 258
 regional, 218-227
 sources of, 207-211, 216, 232
 foreign, 212
 specialized, 227-257
 biographical dictionaries, 210, 215-218

- Biographical Dictionary of Composers*, 237
- Biographical Dictionary of English Architects, 1660–1840*, 228
- Biographical Dictionary of Medalists*, 244
- A Biographical Dictionary of the Anglo-Egyptian Sudan*, 222
- Biographical Directory of the American Congress, 1774–1949*, 237–238
- Biographical Index of American Artists*, 229
- Biographical Register of the Officers and Graduates of the U.S. Military Academy at West Point, N.Y., Since Its Establishment in 1802*, 245
- Biographical Sources for Foreign Countries*, 212
- Biographic Register*, 238
- Biographie coloniale belge*, 222
- biographies, as biographical sources, 208–209
- of the blind, 350
- see also AUTOBIOGRAPHIES
- Les Biographies françaises d'Amérique*, 221
- Biography in Collections*, 212
- Biography Index*, **149**, 212, 258
- Biological Abstracts*, 339, **347**, 353, 507, 538, 637
- Biological Field Stations of the World*, 347
- biologists, 240, 255
- biology, 347
- animal life, 324–325
- dictionaries of, 347
- Spanish-English, 370
- ecology, 404
- entomology, 465–467
- evolution, 416
- field stations, 347
- genetics, 436
- laboratories, 478
- mammals, 497–498
- marine, 324, 500
- microbiology, 339–340
- plant life, 556–558
- zoology, 649
- birds, 95, 347–350
- game, 462
- pets, 364, 418, 548–549, 551–552
- state, 287–288
- watching, 349, 532
- Birds and Beasts*, **324**, 348, 497
- Birds of America* (Audubon), 348
- Birds of America* (Pearson), 348
- Birds of Eastern and Northeastern Africa*, 348
- Birds of Mexico*, 348
- Birds of the Pacific States*, 348
- Birds of the Southwest Pacific*, 348
- Birds of the World: Their Life and Habits*, 348
- Birds over America*, 348
- birth dates in reference works, 24
- birthdays, 350
- of famous people, 215–216
- of jazz figures, 242
- births. See VITAL STATISTICS
- Bituminous Coal Annual*, 377
- Black's Gardening Dictionary*, 433
- Black's Law Dictionary*, 404, **480**
- Black's Medical Dictionary*, 507
- Black's Veterinary Dictionary*, 637
- Blakiston's New Gould Medical Dictionary*, 244, **507**
- blind, the, biographies of, 350
- blindness, 350–351
- Blue Book of Audio-visual Materials*, 203, **336**
- Blue Book of Awards*, 252, 542, **568**, 595
- Blue Book of Southern Progress*, **288**, 317, 498, 627
- "Blue Guides" series, 273–274
- Blue Guide to Denmark*, 300
- Blue Guide to England*, 301
- Blue Guide to Ireland*, 303
- Blue Guide to London*, 301
- Blue Guide to Northern Italy*, 304
- Blue Guide to Paris*, 301
- Blue Guide to Rome and Central Italy*, 304
- Blue Guide to Scotland*, 307
- Blue Guide to Southern France*, 301
- Blue Guide to Sweden*, 307
- Blue Guide to Switzerland*, 307
- Board of Geographical Names, U.S., *Sixth Report, 1890–1932*, **276**, 530
- boats and boating, 351
- navigation, 533
- trailers for boats, 629
- yachting, 648–649
- Bolivia, biographical data on, 222
- Bolshaya sovetskaya entsiklopediya*, 83
- Bolton's American Armory*, 445
- bonds, 471–472
- A Book about American History*, 454
- A Book about American Politics*, 562
- A Book about a Thousand Things*, 94
- Book about the Bible*, 345
- Book Catalogues: Their Varieties and Uses*, 33
- book classification systems, 29–32, 160–161
- book clubs, 235, 352, 575
- book collecting, 351–352
- Americana, 322
- book collecting, bird books, 349
- collectors, 146
- first editions, 489
- lists and guides for, 160
- book dealers. See BOOKSELLING
- Book Dealers in North America*, 352
- book illustrators. See ILLUSTRATORS
- Book Industry Calendar and Register*, 575
- Book Industry Register*, 253
- bookkeeping. See ACCOUNTING
- Booklist, U.S. Quarterly*, 159
- The Booklist–Subscription Books Bulletin*, 160–161
- The Bookman's Concise Dictionary*, 487, **575**
- The Bookman's Glossary*, 352, 566, 568, **575**
- Bookman's Guide to Americana*, **322**, 351
- Bookman's Manual*, **164–165**, 171
- Book of American Indians*, 464
- The Book of Bee-keeping*, 344
- The Book of Birds*, 349
- The Book of Catholic Quotations*, **578**, 592
- The Book of Costume*, 400
- Book of Days*, **390**, 448
- as biographical source, 215–216
- folklore in, 424, 616
- holidays in, 457, 587
- A Book of English Idioms*, 113
- Book of Fine Prints*, 567
- Book of Fishes*, 420
- The Book of Flags*, 422
- Book of Furniture and Decoration*, 431, **468**
- A Book of Jewish Curiosities*, **474**, 494
- Book of Knowledge*, **61–62**, 265
- hobbies in, 456
- The Book of Knowledge Annual*, 87
- The Book of Old Silver*, 607
- The Book of Poisons*, 561–562
- The Book of Pottery and Porcelain*, 563
- The Book of Prayers*, 566
- Book of Public Arms*, 445
- The Book of Saints*, **254**, 592
- The Book of Sheffield Plate*, 607
- Book of Spiders*, 612
- Book of the Epic*, 413
- The Book of the Goat*, 438
- Book of the Pigeon*, 556
- Book of the States*, 190, 251, **285**, 383, 438, 482, 618
- A Book of Welsh Names*, 225, 424, **529**
- The Book of Wild Flowers*, 423
- The Book of Wild Pets*, 551
- Book Review Digest*, 149, **159**

- book reviews, 149, 158-160, 491
 indexes to, 159-160
 in *New York Times*, 145
 obtaining of, 44
 periodicals containing, 139, 141
- books, banned, 366
 best sellers, 163, 344
 first editions, 351-352
 guides to, 155-172
 illustrations in, indexes to, 201
 organization of, 38-39
 parts of, 13-25
 portraits in, indexed, 258
 publication dates of, 91
 reprints of, 161-162
- Books about the Blind*, 350
Books Abroad, 158
 booksellers, 235
 bookselling, 352
 lists and guides for, 160-163
 periodicals on, 142
Books for Catholic Colleges, 165, 379, 484, 592
Books for Junior Colleges, 165, 203, 475, 484
Books for the Advertising and Marketing Man, 315, 501
Books in Print, 162, 575
Books to Build On, 165
Borzoï Book of Ballets, 340
Botanical Abstracts, 353
 botanical gardens, 352, 558
 botany, 353, 556-558
 nomenclature, 353, 431
 organizations, 544
 see also PLANT LIFE
- Boundaries, Areas, Geographic Centers and Altitudes of the United States*, 285
Boutell's Manual of Heraldry, 445
Bouvier's Law Dictionary and Concise Encyclopedia, 480
Bowler's Manual, 353
 bowling, 353
 boxing, 354
 Catholic Youth Organization tourney, 613
 figures in, 235
Boy Scout Encyclopedia, 354, 363, 532
 Boy Scouts, 354
Bradshaw's British and International Air Guide, 321
Bradshaw's British Railways Guide & Hotel Directory, 461, 582
Bradshaw's Manchester A.B.C. Railway Guide, 582
 brand names. See TRADE NAMES
Brassey's Annual, 514-515
Braude's Second Encyclopedia of Stories, Quotations, and Anecdotes, 573
- Brazil, biographical data on, 222
 encyclopedia of, 82-83
 geographic data on, 298
Brazil, 298
Brazil: People and Institutions, 298
Brazilian Information Handbook, 298
 breakfast, foreign-language terms for, 384
Brewer's Dictionary of Phrase and Fable, 94, 111, 112, 424, 479
 mythology and religion, 526, 587
 quotations, 578
 brewing, 354
Brian's Dictionary of Painters and Engravers, 240, 249, 413, 546
The Bride's Encyclopedia, 414, 458
The Bride's Reference Book, 458
 bridge, 354
 bridge building, 630
A Brief History of Entomology, 240, 465
- Britain. See GREAT BRITAIN
 Britain, 301
Britain: An Official Handbook, 301-302
Britannica, Encyclopaedia. See *Encyclopaedia Britannica*
Britannica Book of the Year, 87-88, 163, 200, 214, 378, 615
Britannica Junior, 62-63, 200, 265, 330, 348
Britannica World Language Edition of Funk & Wagnalls New Practical Standard Dictionary of the English Language, 121
British Abstracts, 368
British and American Sporting Authors, 231, 489, 491, 613
British Authors before 1800, 231
British Authors of the 19th Century, 231
British Autobiographies, 225
British Bird Books, 349
British Book News, 158
 British Columbia, camping in, 364
 British Commonwealth, almanac data on, 93
 books reviewed, 158
 geographic data on, 272, 280
 periodicals, 140, 141
The British Commonwealth, 280
 see *Europa* for subject references
British Diaries, 225, 393
British Herbs, 445
 British Information Services, 301
The British Isles, 302
- British Museum, books in, 165-166
 periodical holdings in, 141
The British Museum Catalogue of Printed Books, 165
British Music of Our Time, 246
British Popular Ballads, 340
British Scientific and Technical Books, 165
British Sources of Photographs and Pictures, 202
British Sources of Reference and Information, 195
British Titles, 314
British Union-Catalogue of Periodicals, 139
 British West Indies, biographical data on, 222
 museums, 521
 broadcasting, 354-355
 in British Commonwealth, 280
 legal aspects of, 386
 newscasters, 247, 536
 pronunciation, guide to, 117
 radio, 581-582
 television, 622
 world data on, 406
Broadcasting: Telecasting, 142, 315, 355
 Broadway openings, 91
Brownie Scout Handbook, 437
 Buddhism, 355
Buddhist Dictionary, 355
The Budgerigar as a Pet, 548
Budgerigar Guide, 548
The Budgerigar or Shell Parakeet as a Talker, 548
 budgets, governmental, of states, 438
 household, 458-459
 personal, 550
 Buffalo, guidebook of, 296
Builder's Vest Pocket Reference Book, 356, 591
 building and contracting, 355-356
 architecture, 328-329
 carpentry, 364
 cement and concrete, 366
 do-it-yourself, 397-398
 electrical work, 409-410
 glossary of terms, 329
 heating and ventilating, 444-445
 lighting, 486
 materials for, 397, 503
 plumbing, 559
 school buildings, 406
Building Cost Manual, 356
 bulbs, 356
Bulfinch's Mythology, 526
 Bulgaria, biographical data on, 227
Bulgarian-English Dictionary, 123
Bulletin of Bibliography, 394

- Bureau of American Ethnology, U.S., 189, 464-465
- Bureau of Mines, U.S., 189, 517
- Bureau of the Census, U.S., 186, 189, 285-286, 438, 638
- Burke's Peerage. See *Genealogical and Heraldic History* . . .
- Burma, biographical data on, 223
- geographic data on, 303
- Burmese-English Dictionary*, 123
- Burmese literature, 123
- Burns Mantle Best Plays*, 398
- business and finance, 95, 357-361
- abbreviations used in, 118
- accounting, 313
- administration, 572-573
- in Alaska, 220
- annual review of, 388
- atlas for, 270
- bibliography of, 171, 172
- books on, reviewed, 158
- in Canada, 298-299
- in Caribbean area, 280
- chronology of, 391
- commodities, 381
- correspondence, 386
- credit, 387
- current summary of, 91
- days, weeks, and months for, 458
- in dictionaries, 105
- dictionaries of, 79, 107-110
- French-English, 125
- Italian-English, 129
- polyglot, 122
- Spanish-English, 133
- directorates, 235
- directories, 174, 177-181
- etiquette in, 415
- in Great Britain, 301-302
- information sources, 194-196
- investments, 471-472
- Japanese directory of, 223
- libraries, 193
- officials of firms, 235-236
- organizations, 543
- periodicals, 140, 142, 172
- indexes to, 151
- personal finance, 550
- small businesses, 359, 361, 601
- South American, 405
- statistics, 272, 615-616
- see also BANKS AND BANKING; MANUFACTURING; TRADE AND COMMERCE; and specific industries
- Business Directories: A Key to Their Use*, 179
- business education, 239, 361-362
- Business Executives of America*, 235
- The Business Founding Date Directory*, 357, 390
- Business Information*, 357
- Business Information and How to Find and Use It*, 142, 171
- business law. See COMMERCIAL LAW
- business machines, 362
- in accounting, 313
- guide to, 110
- Businessman's Book of Quotations*, 578
- businessmen, biographical data on, 235-236
- British, 248
- Business Periodicals Index*, 151
- Business Statistics*, 357
- Business Week*, index, 145
- Business Year Book*, 298, 357
- bus manufacture, 337
- bus transportation, 362
- investment data on, 630
- Butler's Lives of the Saints*, 254, 592
- Butterflies*, 362
- Butterflies and Moths*, 362
- buyer's guides, 500, 503, 520
- to antiques, 326-327
- to automobiles, 337
- to aviation equipment, 338
- to biological supplies, 347, 478
- to boats, 351
- to books for libraries, 164-170
- to chemicals, 584
- to children's literature, 167
- consumer research, 383-384
- directories as, 174
- to drugs, 402-404, 577
- to fishing equipment, 421
- to guns, 442
- to heating equipment, 445
- to hi-fi equipment, 446
- to hunting equipment, 462
- to library supplies, 483
- to manufacturing equipment, 500
- to motion picture equipment, 519
- to music supplies, 577
- to newspaper supplies, 577
- to packaging supplies, 546
- to papermaking supplies, 548, 578
- to photographic supplies, 555
- to plastics, 559
- to printing supplies, 566, 578
- to school supplies, 379, 406, 408, 409, 577-578
- telephone directories as, 178
- to theatrical materials, 624
- to trailers, 629
- to welding equipment, 644
- see also PURCHASING
- Buying List of Books for Small Libraries*, 165-166
- cabinetmakers, biographical data on, 241
- cabinetmaking, 431-432
- Cactus*, 363
- calculating machines, 362
- calendar, abbreviations used for, 118
- church, 457-458, 588, 593-594
- courts, U.S., 481
- culinary, 384
- garden, 434
- Jewish, 474
- library, 483
- polyglot dictionary of terms, 121
- of saints' days, 254-255, 592
- California, geographic data on, 290-291, 296-297
- guidebook of, 288
- place names, 530
- wines, 645
- California*, 290
- California* (Gray), 290
- California Local History*, 290
- California Place Names*, 291, 530
- calisthenics, 443
- calligraphers, biographical data on, 229
- Calvinism, 566
- Cambridge Ancient History*, 450
- Cambridge Bibliography of English Literature*, 491
- Cambridge History of American Literature*, 489
- Cambridge History of English Literature*, 491
- Cambridge Mediaeval History*, 450
- Cambridge Modern History*, 254, 435, 450, 454
- camp and camping, 363-364
- for Boy Scouts, 354
- European work camps, 631
- guide to, 379
- for the handicapped, 443-444
- for Jews, 363, 408
- trailers, 629
- Canaan, ancient religion of, 588
- Canada, adult education in, 315
- advertising in, 315-316
- agriculture in, 317-318
- Air Force of, 320-321
- air transport in, 321
- annual information on, 86, 298
- art directory of, 330
- artists in, 230
- authors in, 231-232
- autobiographies, 221
- ballads, 340
- banking in, 342
- bibliography of, 161
- biographical data on, 221-222
- birds of, 348-350
- book collectors in, 352
- book dealers in, 352

- Canada, books reviewed in, 158
 business and finance in, 357-360
 camping in, 363-364
 colleges and universities of, 379
 commercial atlas of, 270
 composers in, 237
 cooperatives in, 385
 coverage of, in *Encyclopedia Americana*, 67
 in general encyclopedias, 265-266
 in *Universal World Reference Encyclopedia*, 73
 current affairs in, 388
 diaries, 221, 393
 dissertations, 167
 fishing in, 421
 foreign service of, 298
 forestry in, 428-429
 French Canadians, 221
 geographic data on, 286, 298-299
 government officials, 221, 250
 government publications, 197
 highway atlases of, 286-287
 history of, 299, 447, 450
 horse racing in, 459
 hotels in, 461
 Indians of, 464-465
 insects of, 466
 Jews in, 243
 lawyers in, 243
 libraries in, 243, 483-485
 mammals of, 497-498
 manufacturing in, 357-360, 498-500
 marketing in, 502
 medical figures in, 244
 museums in, 332, 521
 music of, 525
 national parks, 530-531
 newspapers, 535
 organization executives in, 249
 organizations in, 542-545
 penal institutions, 387
 periodicals, 139-142
 indexes to, 146-148, 150
 place names, 264, 530
 plant life, 353, 423, 557
 poets in, 250
 postal service, 565
 public welfare, 610
 publishers in, 235
 railroads, 582
 reptiles and amphibians of, 590, 608, 634
 restaurants in, 591
 retail stores in, 511
 Roman Catholics in, 594
 schools in, 379, 596-597
 statistics, 615
 taxation, 618
 theater in, 624
- Canada, trade and commerce of, 357-360, 627
 travel data on, 284, 287, 630-631
 trees of, 633-634
 World War II publications, 189, 647
- Canada* (Brown), 298
Canada (Gordon), 298
Canada (official handbook), 298
Canada: Descriptive Atlas, 298
Canada Official Postal Guide, 565
Canada Year Book, 298, 615
Canadiana, 161
Canadian Almanac and Directory, 139, 221, 298-299, 542
Canadian Annual Review of Public Affairs, 388
Canadian Author and Bookman, 158
Canadian Diaries and Autobiographies, 221
Canadian Government Publications, 197, 299
Canadian Income Tax Regulations, 618
Canadian Index, 146-147, 518
Canadian Master Tax Guide, 618
Canadian Novelists, 1920-45, 231
Canadian Official Railway Guide with Airlines, 299, 321, 582, 605, 630
Canadian Poets, 250
Canadian Quotations and Phrases, 578
Canadian Regions, 299
Canadian rugby, 594
Canadian Sales and Excise Tax Guide, 618
Canadian Trade Index, 357-358, 498, 627
Canadian Who's Who, 221
Canadian Woods, 646
Canaries, Their Care and Breeding, 364
Canary Breeding for Beginners, 364
Canary Islands, 283
Canary Tips, 364
 cancer of skin, 393
 candy industry, 498
The Canned Food Reference Manual, 427
 canning, 427
 commercial, 317
Canoeing, 351
 canon law, 404, 480, 593
Car Builders' Cyclopedia of American Practice, 505, 582
 card games, 95, 364, 432
 bridge, 354
Card Games Complete, 364
Care and Training of Dogs, 396
Career, 640
Care of the Aging Dog, 396
 Caribbean area, geographic data on, 272, 280
 see also WEST INDIES
Caring for the Sick Child at Home, 371, 550
 carpentry, 364
 cars. See AUTOMOBILES
 carpets, 594
 cartography, 500
 carving of meat, 365
 implements for, 389
Cassell's Encyclopedia of World Literature, 231, 487
Cassell's English-Dutch, Dutch-English Dictionary, 124
Cassell's French-English, English-French Dictionary, 125
Cassell's German-English, English-German Dictionary, 126
Cassell's Latin-English, English-Latin Dictionary, 129
Cassell's New English Dictionary, 107
Catalog of Books Represented by Library of Congress Printed Cards, 166
Catalog of Copyright Entries, 161, 331, 398, 519, 575
Catalog of Free Teaching Aids, 195
Catalog of Reprints in Series, 161
Catalog of the Public Documents of the 53d to 76th Congress and All Departments of the United States for the Period from March 4, 1893 to Dec. 31, 1940, 189
Catalog of United States Census Publications, 1790-1945, 285-286, 638
Catalog of U.S. Coast and Geodetic Survey Nautical and Aeronautical Charts, Coast Pilots, Tide Tables, Current Tables, Tidal Current Charts, 264
Catalog of United States Government Publications, 187
Catalogue of Canadian Composers, 237, 525
Catalogue of Color Reproductions of Paintings Prior to 1860, 546
Catalogue of Color Reproductions of Paintings, 1860-1955, 546
Catalogue of Scientific Papers, 1800-1900, 149, 597, 620
Catalogue of the Books, Manuscripts, Maps and Drawings in the British Museum (Natural History), 166

- A Catalogue of the World's Most Popular Coins*, 377
- Catalogue of Treaties, 1814-1918*, 632
- Catalogue of United States Stamps*, 614
- catalogues of manufacturers, 500
- Catalogue systématique; Classified Catalogue*, 317
- cataloguing of libraries, 32-34, 484-486
- Cat Genetics*, 365
- Catholic Authors*, 231
- Catholic Church. See ROMAN CATHOLIC CHURCH
- Catholic Church in America: An Historical Bibliography*, 592
- A Catholic Commentary on Holy Scripture*, 279, **345**
- Catholic Dictionary* (Addis and Arnold), 253, **592**
- A Catholic Dictionary* (Attwater), 404, 553, 587, **593**
- The Catholic Directory*, 254, 457, 542, **593**, 596
- Catholic Encyclopedia*, 542, 553, 587, **593**, 625
- biographical data in, 254
- geographic data in, 275
- historical data in, 448
- Catholic Periodical Index*, **149**, 593
- The Catholic Picture Dictionary*, 593
- Catholic Press Directory*, **142**, 593
- Catholic Who's Who*, 254
- cats, 365
- cat shows, 365
- cattle, 365
- brands, 607
- cowboys, 386
- Cattle of the World*, 365
- Cavalcade of American Horses*, 459
- caves, 365, 543
- CCH Dictionary of Labor Law Terms*, 476, **480**
- Celtic mythology, 526-528
- cement, 366, 375
- industry, 498
- Cement and Concrete Reference Book*, 366
- cemeteries, Jewish, 287
- censorship, 366
- Census, Bureau of the. See BUREAU OF THE CENSUS, U.S.
- censuses, 638-639
- of agriculture, 318-319
- of business, 361
- of Canada, 299
- of France, 301
- of Italy, 304
- of libraries, 483
- of manufactures, 498-499
- censuses, of U.S., 65, 285-286, 638-639
- 1950, analysis of, 502
- see also VITAL STATISTICS
- Census of Canada: 1951*, 299
- Census of Manufactures*, 498-499
- Census Publications*, **286**, 638
- Central America, biographical data on, 222
- geographic data on, 280
- railroads, 582
- Roman Catholic Church, 594
- scientific institutions, 255
- scientists, 255
- centuries, history of, 67
- Century Dictionary*, 104-105
- Ceramic Abstracts*, **366**, 564, 620
- ceramics, 366
- antiques, 326-327
- jewelry, 473
- porcelain and pottery, 563-564
- Slovak, 332
- Ceramics for All*, 366
- certification, 486
- educational, 408
- of librarians, 485
- certified public accountants, 313
- Ceylon, biographical data on, 223
- geographic data on, 299, 303
- periodicals, 140
- chamber music, 366
- biographical data on, 246
- chambers of commerce, 192, 197, 366-367, 628
- in British Commonwealth, 280
- publications of, 142
- Chambers's Biographical Dictionary*, **216**, 529, 570
- Chambers's Cyclopaedia of English Literature*, 231, **491**
- Chambers's Dictionary of Scientists*, 255
- Chambers's Encyclopaedia*, **63**, 213
- Chambers's Scots Dictionary*, 132
- Chambers's Shorter English Dictionary*, 107
- Chambers's Technical Dictionary*, 597, **620**
- Chambers's Twentieth Century Dictionary*, 107
- Chambers's World Gazetteer and Geographical Dictionary*, 267
- Championship Checkers Simplified*, 367
- champions in sports, 256, 613
- baseball, 342-343
- basketball, 343
- boat racing, 351
- boxing, 354
- race horses, 459
- tennis, 623
- Champions' Book of Sports*, 613
- Charlemagne, legends of, 526
- The Charter of the United Nations*, 635
- checkers, 367
- Checklist of Basic Municipal Documents*, 192
- A Check List of Books and Pamphlets on Grapes and Wine and Related Subjects, 1938-48*, 644
- The Checklist of Fantastic Literature*, 417
- Check List of Native and Naturalized Trees of the United States*, 633
- A Check-List of Publications of Music*, 523
- Check-List of Recorded Songs in the English Language*, **425**, 584
- Checklist of United Nations Documents*, 198, **635**
- Checklist of United States Public Documents, 1789-1909*, 382, **394**
- Chemical Abstracts*, 368
- Chemical Business Handbook*, 358, **368**, 549
- Chemical Elements and Their Compounds*, 368
- Chemical Encyclopaedia*, **368**, 627
- chemical engineering, 367-370, 583-584
- fuels, 430, 551
- metallurgy, 512-513
- paints and varnishes, 548
- papermaking, 548
- synthetic substances, 558-559, 618, 623
- terms defined, 620
- Chemical Engineers' Handbook*, **368**, 503
- Chemical Formulary*, 583-584
- Chemical Process Machinery*, 368
- Chemical Publications*, 368
- chemicals, safety in handling, 595
- trade names of, 628
- uses of, 503
- Chemical Synonyms and Trade Names*, 368, **628**
- Chemical Trade Names and Commercial Synonyms*, 368, **628**
- Chemical Who's Who*, 236
- chemistry, 367-370
- abbreviations used in, 118
- of antibiotics, 326
- biochemistry, 347
- dictionaries of, 368-370
- French-English, 125
- German-English, 126-127
- Russian-English, 132
- Spanish-English, 133-134
- of drugs, 401-404
- of food, 426-427, 538
- laboratories, 478

INDEX

- chemistry, Nobel prize winners in, 247
 - nuclear, 335
 - organizations, 542
 - of poisons, 561-562
 - recipes and formulas, 368-370, 583-584
- Chemistry and Technology of Food and Food Products*, 368, **426**
- Chemistry of Food and Nutrition*, **426**, 538
- chemists, biographical data on, 236
- chemurgists, 236
- chess, 371
- Chicago, guidebooks to, 288, 296
 - who's who in, 220
- Chicago Sunday Tribune* book section, 158
- chickens. See POULTRY
- Chi è?*, 226
- The Child: His Origin, Development and Care*, **371**, 538, 539
- Child Behavior*, 314, **371**
- child care and guidance, 371-373
 - adopted children, 314
 - baby sitting, 339
 - clinics for, 460
 - nursery schools, 597
 - nursing, 537
 - nutrition, 538
 - pediatrics, 507-511, 550
 - retarded child, 443-444
 - sex problems, 602-603
 - welfare agencies, 543
- Childcraft*, 371-372
- Child Development Abstracts and Bibliography*, 372
- Child from Five to Ten*, 372
- Child Horizons*, 372
- children, of famous Americans, 220, 221
 - naming of, 529
 - recordings for, 584-585
 - songs for, 611
- Children from Seed to Saplings*, **372**, 539
- Children's Books in England and America in the Seventeenth Century*, 373
- Children's Catalog*, **161**, 373, 575
- children's dictionaries, 108-110
- children's literature, 373-374
 - authors of, 230-233
 - bibliographic aids for, 164-167, 169
 - bibliographies of, 157
 - book reviews of, 158, 159
 - collections of, 371-372
 - drama, 399-400
 - fairy tales, 416
 - illustrators of, 229
 - lists of, 161, 162
 - nursery rhymes, 537
 - children's literature, poetry, 373
 - short stories, 374
 - word frequency usage, 119
 - Children's Poetry Index*, 373
 - The Children's Record Book*, 584
 - Children's Song Index*, 611
 - The Child's World*, 372
- Chile, biographical data on, 222
- China, art of, 331
 - biographical data on, 223
 - geographic data on, 299-300
 - mammals of, 497
 - Manchuria, 305
 - Mongolia, 305
 - mythology of, 526-528
- China*, 300
- China Handbook*, 223, **300**
- chinaware. See CERAMICS; PORCELAIN AND POTTERY
- China Year Book*, 300
- Chinese Art*, 331
- Chinese-English Dictionary*, 123
- Chinese language, dictionaries of, 123-124
- Chinese literature, 490
 - proverbs, 569-570
- Chinook: A History and Dictionary*, 124
- chivalry, legends of, 526
- choreographers, 238
- choreography, 340-341, 389-390
- Christianity, 374, 586-590
 - Coptic, 385
 - denominations, 588
 - history of, 374
 - holidays of, 457
 - literature of, 253
 - missions, 517
 - poetry of, 560
 - prayers, 566
 - theology, 625
 - see also PROTESTANTS; ROMAN CATHOLIC CHURCH; names of denominations
- Christians, biographical data on, 252-254
- Christmas, 374
- Chronological Outlines of English Literature*, 491
- chronologies, 390-391
 - of American biographies, 220
 - annual, 146, 388
 - of Catholic authors, 230
 - of chemical industry, 367
 - of Chinese history, modern, 300
 - of Civil War, 376
 - of contemporaries, 218
 - of Council of Europe, 281
 - in encyclopedia annuals, 86-89, 388, 447-448
 - of history, 60, 77, 78, 92, 110, 448-456
 - of Japanese communism, 382
 - of Japanese prints, 567
- chronologies, of Judaism, 474
 - of literature, 486-495
 - of music, 523
 - of printing, 566
 - of Turkish history, 308
 - of world affairs, 470
- Chronology of Books and Printing*, 566
- church calendar, 457-458, 588, 593-594
- churches, 375
- church law, 404
- Church of England, 569
- Church Vestments: Their Origin and Development*, **400**, 587
- cinema. See MOTION PICTURES
- circus, 375
- Circus Parades: A Pictorial History*, 375
- cities, African, maps of, 277
 - government. See MUNICIPAL GOVERNMENT
- port, 272
- street maps of, 274
- U.S., basic data on, 286
 - early prints of, 309
 - educational systems, 407-408
 - geographic data on, 296-297
 - names, origins of, 530
 - parks, campsites in, 363
 - street maps of, 268-269, 288, 290-297
 - world, described, 275
- Cities of America*, 296
- citizenship, 531
- City Periodic Financial Reports*, 192
- city planning, 275, 375, 520
 - U.S., early, 285
- Civil Aeronautics Board Official Airline Route and Mileage Manual*, 321
- civil defense, first aid in, 419
- civil engineering, 375
 - architecture, 328-329, 355
 - roads and highways, 591-592
- Civil Engineering Handbook*, 375
- civil rights, 375
- civil service, 375-376
 - British, 248
 - municipal, 520
 - office holders, 251
- Civil Service Handbook*, 376
- Civil War. See U.S., HISTORY, CIVIL WAR
- The Civil War*, 376
- The Clans and Tartans of Scotland*, 307, **376**, 528
- The Clans, Septs, and Regiments of the Scottish Highlands*, 376
- Classical Ballet Dictionary and Technical Manual*, 340

- Classical Dictionary of Hindu Mythology and Religion, Geography, History and Literature*, 303, 447, 494, 526
- Classical Dictionary of Proper Names Mentioned in Ancient Authors*, 528
- classical literature, 488, 490
- Greek, 493
- index to, 487
- Latin, 494
- names in, 528
- poetry, 561
- Classical Recipes of the World*, 384, 645
- classical studies, ancient geography, 278
- ancient history, 236, 449–450
- mythology, 526–528
- drama, 398–400
- Greek language, 128
- Latin language, 129–130
- The Classic Greek Dictionary*, 128
- Classic Myths in English Literature and in Art*, 331, 491, 526
- classification, of books, 29–32
- of diseases, 510–511
- of mammals, 497
- of minerals, 516
- of plants, 353
- Classification of Mammals*, 497
- A Classified Bibliography of Gerontology and Geriatrics*, 437
- Classified List of Periodicals for the College Library*, 139
- The Classified List of Reference Books and Periodicals for College Libraries*, 139, 171, 484
- clavichords, makers of, 241
- Clegg's International Directory of the World's Book Trade*, 351, 352, 575
- clergymen, British, 248, 253
- manual for, 588
- psychology for, 571
- Roman Catholic, 254, 593–594
- vestments of, 400
- Clerical Dress and Insignia of the Roman Catholic Church*, 400
- climate, 513–514
- atlas of, 405
- of Latin America, 283
- see also METEOROLOGY
- Climate and Man*, 513
- Climates of the Continents*, 513
- Climatic Atlas of the United States*, 513
- Climatology: General and Regional*, 513
- clocks. See WATCHES AND CLOCKS
- Clocks and Watches: An Historical Bibliography*, 642
- cloth. See TEXTILES
- clothing. See DRESS
- Cloud and Weather Atlas*, 513
- Club Member's Handbook*, 540, 549
- clubs, 541–545
- see also ORGANIZATIONS
- coal, 377
- Coast and Geodetic Survey, U.S., 189, 264
- Coast Guard, U.S., sports, 613
- terms of, 515
- coati-mundi, 581
- coats of arms, 82, 445
- Cobbett's Cyclopedic Survey of Chamber Music*, 246, 366
- cocktails, 322
- codeball, 443
- coeducational colleges, 380
- Coffin's Interest Tables*, 467, 565
- coins, of Bible days, 345, 377
- collecting of, 377–378
- engravers of, 244
- foreign, 428
- see also MONEY
- Coins of Bible Days*, 345, 377
- Coins of the World: 19th Century Issues*, 377
- Coins of the World: 20th Century Issues*, 377
- collecting, antiques, 326–327
- books. See BOOK COLLECTING
- butterflies and moths, 362
- coins and money, 377–378
- furniture, 431
- guns, 442–443
- insects, 466
- newspapers, 141
- sales and auctions, 595
- shells, 604
- stamps, 614–615
- Collecting Antiques in America*, 326
- Collecting Butterflies and Moths*, 362
- collection agencies, secretaries in, 313
- The Collector's Encyclopedia of English Ceramics*, 564
- Collector's Handbook of Marks and Monograms on Pottery and Porcelain of the Renaissance and Modern Periods*, 564
- College and Private School Directory of the United States and Canada*, 361, 379, 443, 475, 577, 596, 600
- College Board Tests*, 379
- college dictionaries, 107–110
- The College Finder*, 379
- The College Handbook*, 379
- College Newspapers*, 139
- College Placement Directory*, 379, 550
- colleges and universities, 93, 109, 378–381
- abbreviations of, 118
- adult education in, 314–315
- basketball in, 343
- book collections for, 165, 168
- boxing in, 354
- in British Commonwealth, 280
- business schools, 239, 361–362
- Chinese, 300
- debates, 391
- degrees, 391–392
- dissertations, 167, 394
- football in, 427
- fraternities and sororities, 241, 430
- graduates of, businessmen, 235
- distribution of, 270
- famous, 219
- hockey in, 457
- junior. See JUNIOR COLLEGES
- laboratories, 478
- libraries, 483–485
- medical, 507
- museums, 521–522
- newspapers, 139
- periodicals, 139–141, 536
- presidents of, 236
- professors, 239
- reference books for, 171
- Roman Catholic. See ROMAN CATHOLIC COLLEGES
- scholarships and fellowships, 595–596
- soccer in, 608
- songs of, 524
- South African, 308
- track and field sports, 626
- Collier's Encyclopedia*, 63–64
- arts in, 328, 330
- bibliographies in, 156
- as biographical source, 213, 242, 250, 253
- economics in, 357, 405
- geographic data in, 265
- history and government in, 439, 646
- illustrations in, 200, 330
- literature in, 486
- science and technology in, 334, 348, 419, 422, 556, 597, 619
- social studies in, 327, 463, 478, 480, 553, 587
- Collier's World Atlas and Gazetteer*, 268
- Collier's Year Book*, 88, 163, 388
- as biographical source, 214
- illustrations in, 200
- Colloquial English-Persian Dictionary*, 131
- colloquialisms in dictionaries, 101
- Cologne and Bonn*, 301
- Colombia, biographical data on, 222

- The Colonial Office List*, 251, 280
- Colorado, camping in, 364
geographical data on, 291
- Colorado, 291
- colors, 381
- college, 380
- matching of, 468
- in photography, 554-555
- prints, 567
- of shipping lines, 422
- on television, 622
- Color TV Dictionary*, 622
- Columbia Dictionary of Modern European Literature*, 231, 493
- Columbia Encyclopedia*, 64-65
abridgment of, 76
Bible data in, 234, 344
as biographical source, 213
geographic data in, 265
history in, 447, 453
- The Columbia Lippincott Gazetteer of the World*, 266-267
- The Columbia-Viking Desk Encyclopedia*, 76
- The Columbus Atlas*, 268
- Commemorative Stamps of the World*, 614
- Commentary on the Holy Bible*, 345
- commerce. See BUSINESS AND FINANCE; TRADE AND COMMERCE
- Commerce Clearing House, law publications, 482
- Commerce Yearbook*, 627
- commercial art, 441-442
- Commercial Fertilizers*, 417
- Commercial Fruit and Vegetable Products*, 317, 427
- commercial law, 480-481
dictionaries of, polyglot, 122
terms of, 358
- commodities, 381
- maps of, 269-270
- production surveys, 406
- trade in, 626-628
- Commodity Year Book*, 381
- Common Names of Plants and Their Meanings*, 556
- Common Ocean Fishes of the California Coast*, 420
- Communication through the Ages*, 382
- communications, 381-382
broadcasting, 354-355
legal aspects of, 386
in offices, 110
postal service, 565
radio, 581-582
television, 622
terms defined, 620
world data on, 272, 406
- communism, 282, 382
in China, 300
- A Companion to Victorian Literature*, 492
- comparative anatomy, 323
- Compendio Statistico Italiano*, 304
- Complete Boating Handbook*, 351
- The Complete Book of Cat Care*, 365
- Complete Book of Dog Care*, 396
- The Complete Book of First Aid*, 418
- Complete Book of Fresh and Salt Water Spinning*, 421
- The Complete Book of Games and Stunts*, 432
- Complete Book of Gardening*, 433, 465
- Complete Book of Home Pet Care*, 551
- The Complete Book of Horses*, 459
- The Complete Book of Lighting*, 554
- The Complete Book of Pet Care*, 552
- The Complete Book of Solitaire and Patience Games*, 364
- The Complete Book of the Rabbit*, 581
- The Complete Book of Twentieth Century Music*, 237, 340, 523, 539
- Complete Book of Veterans' Benefits*, 637
- The Complete Card Player*, 364
- Complete Courses in Civil Service*, 376
- The Complete Dictionary of Abbreviations*, 118, 606
- The Complete Dog Book*, 396
- The Complete Garden Handbook*, 433
- The Complete Guide for the Serviceman's Wife*, 414
- The Complete Guide to Better Bowling*, 353
- A Complete Guide to Home Sewing*, 602
- Complete Guide to North American Trees*, 633
- Complete Guide to Spinning Tackle*, 421
- Complete Guide to Stamp Collecting*, 614
- Complete Home Handyman's Guide*, 397
- Complete Home Improvement Handbook*, 458
- The Complete Lawn-tennis Player*, 623
- The Complete Medical Guide*, 507
- Complete Opera Book*, 539
- The Complete Peerage*, 248, 435
- Complete Secretary's Handbook*, 386, 440, 601
- Complete Stories of the Great Ballets*, 340-341
- Complete Stories of the Great Operas*, 539
- The Complete Word Hunter*, 118-119
- composers, of ballet music, 238
of band music, 341
biographical data on, 230, 237, 245-247
of chamber music, 246, 366
of jazz, 242
Negro, 246
of opera, 248-249
for the theater, 256-257
- Composers in America*, 237
- Composers of Yesterday*, 237
- A Comprehensive Classified Marketing Bibliography*, 501
- Comprehensive Index to the Publications of the United States Government*, 189
- Compton's Pictured Encyclopedia*, 65-66
animal life in, 396, 419
bibliographies in, 157
as biographical source, 213, 230, 242
communications in, 382
flags in, 421
geographic data in, 265
history in, 453
illustrations in, 200, 258
- The Concert Companion*, 617
- A Concise Building Encyclopaedia*, 356
- Concise Chemical and Technical Dictionary*, 368
- Concise Dictionary of American Grammar and Usage*, 119, 440
- Concise Dictionary of American Literature*, 231
- Concise Dictionary of Ancient History*, 236, 278, 450, 490, 526-527
- A Concise Dictionary of English Idioms*, 113
- Concise Dictionary of Irish Biography*, 226
- The Concise Dictionary of National Biography*, 225
- Concise Dictionary of the American Language*, 112
- The Concise Encyclopaedia of Antiques*, 326
- A Concise English-Chinese Dictionary*, 123
- A Concise Etymological Dictionary of Modern English*, 111
- A Concise Etymological Dictionary of the English Language*, 111
- Concise History of Mathematics*, 503

- A Concise History of Music*, 523
Concise International Dictionary of Mechanics & Geology, 436, **505**
Concise Oxford Dictionary of Current English, 107
The Concise Oxford Dictionary of English Literature, 231, **492**
Concise Oxford Dictionary of English Place Names, **302**, 530
The Concise Oxford Dictionary of Music, 246, **523**
Concise Pali-English Dictionary, 130
Concise Sanskrit-English Dictionary, 132
Concise Science Encyclopedia, 598
Concise Universal Biography, 216
 concordance, of the Bible, 346–347
 of Shakespeare, 603
Concordia Encyclopedia, 496
 concrete, 366
The Condensed Chemical Dictionary, **368**, 628
 conductors, biographical data on, 237, 246
 recorded works of, 247
 Confederate States, money of, 378
 conferences, publications, of, 469
 conformal representations, 504
 Confucianism, sacred literature of, 589
 Congress, U.S., 382
 directories of, 184, 186, 382
 legislation, 482–483
 Library of. See LIBRARY OF CONGRESS
 proceedings of, 186, 189
Congressional Index Service, **482**, 632
Congressional Record, 482
 Congressmen, biographical data on, 237–238, 382
 as informational sources, 184
 conjunctions, use of, 114
Connaissance des styles, **326**, 431, 468, 623
Connecticut, 291
Connecticut Register and Manual, 291
Conover-Mast Purchasing Directory, 499, **577**, 628
 conservation, 383
 forestry, 428–429
 organizations in, 542
 soil, 317
 state administration of, 285, 438
 wildlife, 462
Conservation in the United States, 383
 conservationists, biographical data on, 238
Conservation Yearbook, 238, 317, 379, **383**, 421, 462, 531, 542
 constellations, guides to, 334
 constitutional law, 480
 constitutions, 383
 League of Nations, 563
 national, 272
 of the People's Republics, 282
 state, 285
 of the U.S.S.R., 282
 of United Nations, 635
 of U.S., 383
 sources on, 323
 text of, 109
The Constitutions of the Americas, 277, **383**
 construction. See BUILDING AND CONTRACTING; CIVIL ENGINEERING
 consular service, 394
 directories, 197
 information sources, 197
Consumer Reports Buying Guide, 383–384
 consumer research, 383–384
 consumption, 532
 purchasing, 577–578
The Consumer's Guide to Better Buying, 384
Consumers' Research Bulletin, 145, **384**
 containers, 546
Contemporary American Authors, 231
Contemporary American Literature, 231
Contemporary Foreign Governments, 440
Contemporary Sculpture, **255**, 600
Contemporary Theatre, 1953–1956, 623
 contests, 384
 literary, 568
 pictorial aids for, 200–201
 Continental Army, officers of, 245
 Contract Bridge in a Nutshell, 354
 contracting, 355–356, 583
 cooking, 384–385, 426–427
 food preservation, 427
 herbs in, 384–385, 445–446
 nutrition, 538
 spices in, 612
 and vitamins, 639
 wines in, 645
The Coon Hunter's Handbook, 396, **462**
 cooperatives, 385
 biographical data on, 238
Co-op Yearbook, 385
 copperplate, engravers on, 240
 copperplate engravings, 412
A Coptic Bibliography, 385
 copyists, biographical data on, 229
 copy preparation, 43–45, 109
 for newspapers, 536
 proofreading, 568
 copyright, 385–386
 of art works, 331
 books in Library of Congress, 185
 list of, 161
 of motion pictures, 519
 trademarks, 628–629
 copyright information in books, 14, 38
Corporation Giving, 429, **552**
Corporation Records Service, 235, **358**, 471
 corporations. See BANKS AND BANKING; BUSINESS AND FINANCE; MANUFACTURING
Corpus Juris, 480
 correspondence, 386
 address, forms of, 314
Cosmetic Formulary, **386**, 584
 cosmetics, 343, **386**, 393
 Costa Rica, universities, 380–381
 costume. See DRESS
Costume Index, 400
 Supplement, 400
Costume Patterns and Designs, 400
Costume throughout the Ages, 400
 Council of Europe, 280, 388
 counties, U.S., business data on, 501
 history of, 285, 454
 school systems, 407–408
 statistical data on, 286
County and City Data Book, 286
County Business Patterns, 501
 court-martial, 481
 courts, 481
 state, 438
 Supreme Court, 617
The Cowboy Encyclopedia, 386
 cows. See CATTLE
Crabb's English Synonyms, 114
 crafts. See HANDICRAFTS
 craftsmen, engravers, 240
 etchers, 240
 furniture makers, 241, 432
 gunsmiths, 241
 harpsichord makers, 241
 pewter makers, 250
 silver and goldsmiths, 443
 watch and clock makers, 257, 643
 credit, 387
 in chemical business, 368
 investigation, 471
 personal, 550
 credit institutions, 342
 credit lines, use in reference works, 25
 criminals, language of, 113–114

- criminology, 387
Critical Bibliography of French Literature, 493
Critical Bibliography of the History and Philosophy of Science and the History of Civilization, 448, **598**
Croatian-English, English-Croatian Dictionary, 124
Crochet and Knitting for Every Woman, 476
Croner's Reference Book for Exporters, 627
Crop Production, 317
crops, general data on, 316–319
Crops in Peace and War, 317
cross references, 19–20
crossword-puzzle dictionaries, 116
 British, 107
Crossword Puzzle Dictionary, 116
Crowell's Dictionary of Business and Finance, 313, 341, **358**, 471, 511
Crowell's Dictionary of English Grammar, 440
A Cruising Guide to the Inland Waterway and Florida, 351
crystallography, 387, 515–516
Cuba, biographical data on, 222
 general data on, 300
 newspapers, 536
 periodicals, 140
 railroads, 582
Culpeper's Complete Herbal, 445–446
Cumulative Book Index, **161**, 170, 575
Cumulative Index of Hospital Literature 1950–1954, **149–150**, 460
A Cumulative List of Motion Pictures and Filmstrips Represented by Library of Congress Printed Cards, **203**, 519
Cunard Line, ships of, 606
Curiosities of Popular Customs, 325, **413**, 424, 457, 527, 616
currency exchange. See FOREIGN EXCHANGE
Current Abbreviations, 118
Current Biography, **216**, 258
Current British Directories, 179
Current Digest of the Soviet Press, 308, **388**
current events, 388–389
 atlas of, 270
 on atomic energy, 335
 chronologies of, 146
 documents of, 394–395
 in encyclopedia annuals, 86–89
 pictorial guide to, 93–94
 weekly guides to, 90–92
Current Geographical Publications, **264**, 309
Current History magazine, 383, 632
Current List of Medical Literature, **150**, 507
Current National Bibliographies, 166
Currier & Ives: An Illustrated Check List, 567
customs (duties), 389, 618–619
 censorship regulations, 366
 customs and traditions, 391, 413–414
 of birthdays, 350
 of Christmas, 374
 of dress, 400–401
 of food, 427
 of Indians, 463–464
 Jewish, 474–475
cutlery, 389
 hallmarks, 443
 silver, 607
Cutter designation of books, 31–32
Cyclopedia of American Agriculture, 317
Cyclopedia of American Biography, Appleton's Revised, 219
Cyclopedia of Education, 407
Cyclopedia of Hardy Fruits, 430
Cyclopedia of Insurance in the United States, 241, **467**
Cyclopedia of Magic, 497
Cyclopedia of Painters and Painting, **249**, 546
The Cyclopedic Law Dictionary, 480
Cyclopedic Medical Dictionary, 507
Cyprus, biographical data on, 223
cytology, 436
 terms in, 347
Czech and Slovak Literature, 495
Czech-English, English-Czech Dictionary, 124
Czechoslovakia, biographical data on, 227
 folk art in, 331, 332
 folk songs of, 426
 geographic data on, 300
 literature of, 495
Czechoslovakia, 300
The Dada Painters and Poets, 249, 250, **547**, 559
dance and dancing, 389–390
 ballet, 238, 340–341
 choreographers, 238
 folk music, 425–426
 music, 522–526
 periodicals on, indexes to, 150
 square dancing, 614
The Dance Encyclopedia, 238, **389**
dancers, biographical data on, 238
Dancers of the Ballet, 238
Dances, **389**, 400
Dances for Beginners, 389
Dances of England and France from 1450 to 1600, **389**, 425
Dances of Spain and Italy, **390**, 425
Danish language, dictionary of, 124
Danish literature, 124, 491, 495
 authors, 230–231
Danish Literature in English Translation, 491
Dan River's Dictionary of Textile Terminology, 623
Dansk-Engelsk Ordbok, 124
Darwin's Automotive Accessories Repair Guide, 337
dates, 390–391
 of birth and death, 24
 of business foundings, 357
 first facts, 419
 hallmarks, 443
 holidays, 457–458
 of personal achievements, 216
The Days We Celebrate, 457
Deadline Data on Foreign Affairs, 388, 405, **469**
 geographic data in, 275
 government data in, 440, 482, 635
 historical data in, 448
death dates in reference works, 24
death notices. See OBITUARIES
deaths, last words, 479
 statistics of, 638–639
debates and debating, 391
 parliamentary law, 549
DeBrett's Peerage, Baronetage and Knightage and Companionship, **248**, 435
Debtor and Creditor, 387
Decennial Index of Publications Issued by the International Institute of Agriculture (1930–39), 317
Declaration of Independence, text of, 92, 109
decorations and medals, 506
Decorative Art, 393, 431, **468**
deep-sea fishing, 421
definitions in dictionaries, 101–102
degrees, academic, 391–392
 abbreviations of, 118
 classified, 379
The Degrees and Hoods of the World's Universities and Colleges, **391–392**, 400
Delaware, 291
Delegations to the United Nations, **257**, 635
Dell Bowling Handbook, 353

- Demographic Yearbook: Annuaire démographique*, 271, 638
- demography. See GEOGRAPHIC DATA; POPULATION; VITAL STATISTICS
- demonology, 238
- Denmark, biographical data on, 224
- geographic data on, 300
- Denmark, 300
- denominations, religious, 588
- Dental Abstracts*, 392
- The Dental Assistant*, 392
- Dental Bibliography*, 392
- Dental Formulas and Aids to Dental Practice*, 392, 402, 584
- dentistry, 392
- dictionary of, Spanish-English, 370
- drugs for, 401-402
- periodicals on, indexes to, 150-151
- professional data, 640
- dentists, biographical data on, 238
- Department of Agriculture, U.S., 186, 189
- publications of, 316-319
- indexes to, 148
- Department of Commerce Publications, 188
- Department of State, U.S., documents of, 395
- employees of, 238-239
- Department of State Bulletin, index, 145
- Department of the Interior, U.S., 531
- publications of, 191
- depository libraries, 188
- dermatology, 392-393
- A Description of United States Postage Stamps*, 614
- A Descriptive Catalogue of the Government Publications of the United States, September 5, 1774 to March 4, 1881*, 188-189
- design, 393
- in construction, 329
- in dress, 400
- of furniture, 431-432
- industrial, of automobiles, 338
- in electronics, 410
- in engineering, 411-412, 505
- interior, 467-468
- landscape, 435
- packaging, 546
- product, 500
- symbolic, 606-607
- of type, 566
- designers, biographical data on, 229-230
- stage, 238
- desk dictionaries, 107-110
- Destructive and Useful Insects*, 466
- detection, 471
- Detroit, guidebook of, 296
- Deutsche Namenkunde*, 528
- Deutsches Literatur-Lexikon*, 231, 493
- Deutsches Wörterbuch*, 126
- Dewey Decimal Classification and Relative Index*, 30, 463, 484
- Dewey Decimal System, 29-31
- diagnosis, medical, 509
- dialects, 478-479
- Chinook, 124
- dictionaries of, 120
- Pennsylvania Dutch, 130-131
- Scottish, 132
- Swiss, 134
- diaries, 393
- British, 225
- Canadian, 221
- of the Northwest, 490
- Diccionario biográfico español e hispano-americano*, 222
- Diccionario crítico etimológico de la lengua castellana*, 133
- Diccionario de historia de España desde sus orígenes hasta el fin del reinado de Alfonso XIII*, 227, 453
- Diccionario enciclopédico U.T.E.H.A.*, 83
- dice games, 432
- Dicionário da língua portuguesa*, 131
- dictionaries, of abbreviations, 117-118
- of acoustics, polyglot, 122
- abridged, lists of, 106-110
- Afrikaans-English, 123
- Albanian-English, 123
- Arabic-English, 123
- of architects, 228
- of artists, 229-230
- of authors, 230-233
- Bengali-English, 123
- biographical, 210, 216-218
- as biographical sources, 210, 215
- Bulgarian-English, 123
- Burmese-English, 123
- of business terms, French-English, 125
- polyglot, 122
- Spanish-English, 133
- of chemistry, French-English, 125
- Spanish-English, 134
- Chinese-English, 123-124
- Chinook-English, 124
- of contemporaries, 218
- Croatian-English, 124
- for crossword puzzles, 116
- Czech-English, 124
- dictionaries, Danish-English, 124
- definitions in, 101-102
- of dialects, 120
- Dutch-English, 124
- of engineering, French-English, 125
- Spanish-English, 133
- English-language, abbreviations, 117-118
- abridged, 106-110
- of Americanisms, 112-114
- Anglo-American, 108
- Basic English, 108
- British, 105, 107-108
- for children, 108-110
- general data on, 97-110
- of idiom, 113-114
- of new words, 119, 358
- of pronunciation, 116-117
- of rhymes, 115-116
- of slang, 113-114
- specialized, 110-119, 311
- special words and phrases, 94
- in *The Volume Library*, 79
- etymology in, 102
- Finnish-English, 124
- foreign-language, 119-135
- of foreign words and phrases, 119
- French-English, 125-126, 359, 369, 384, 412
- general data on, 97-104
- for college students, 107-110
- of forgotten words, 119
- geographical, 261-262, 266-267
- as geographic sources, 261, 266
- Georgian-English, 126
- German-English, 126-127, 359, 369
- Gothic, 127-128
- grammar in, 102
- Greek-English, 128
- Hawaiian-English, 128
- Hebrew-English, 128
- Hindi-English, 128
- Hungarian-English, 128
- Icelandic-English, 128
- illustrations in, 200
- Indo-Germanic, 128
- Indonesian-English, 129
- Interlingua-English, 129
- Italian-English, 129
- Japanese-English, 129
- Korean-English, 129
- Latin-English, 129-130
- of law, 133
- of liberal arts, polyglot, 122
- lists of, 97
- Mailu-English, 130
- making of, 98-99
- Malay-English, 130
- Maori-English, 130

dictionaries, of medicine, Polish-English, 131
polyglot, 122
Spanish-English, 134
Middle English, 130
of music, 245-246, 522
polyglot, 122
Norwegian-English, 130
Pali-English, 130
Pennsylvania Dutch, 130-131
Persian-English, 131
Polish-English, 131
polyglot, 121-122, 129, 384
of food, 384, 426, 591
of liberal arts, 331-332
of merchandising, 511
of motion picture terms, 519
of music, 523, 618
of plant life, 557
technical, 360, 381, 387, 515
of trademarks, 629
Portuguese-English, 131
pronouncing, 116-117, 229
pronunciations in, 101
purchase of, 103-104
of rhymes, 115-116
Rumanian-English, 131
Russian-English, 131-132, 370
Sanskrit-English, 132
of science, French-English, 125
polyglot, 122
Spanish-English, 133-134
Scottish, 132
Serbo-Croat-English, 132
of slang, 113-114
Slavonic, 479
Slovak-English, 132
Slovene-English, 132
Spanish-English, 132-134, 280, 358, 411
specialized, 110-119, 311
spelling in, 99-101
Swedish-English, 134
Swiss dialects, 134
of synonyms and antonyms, 114-115
synonyms and antonyms in, 102
Tamil-English, 134
of technical terms, French-English, 125
Thai-English, 134
Tibetan-English, 135
Turkish-English, 135
unabridged, 104-106
Urdu-English, 135
Vietnamese-English, 135
of word frequencies, 119
Zulu-English, 135
see also sources cited under specific subject headings
Dictionaries, British and American, 98

Dictionaries of Foreign Languages, 120
A Dictionary for Accountants, 313
Dictionary of Abbreviations, 118
Dictionary of Abbreviations & Symbols, 118
Dictionary of Advertising and Distribution, 315, 502, 511
Dictionary of American Biography, 219, 454
A Dictionary of American English on Historical Principles, 112-113
Dictionary of American-English Usage, 440
Dictionary of American Family Names, 529
Dictionary of American Government, 562
Dictionary of American History, 454, 464, 471, 535
first facts in, 419
geographic data in, 286
religion, data on, 587
A Dictionary of Americanisms on Historical Principles, 113
Dictionary of American Medical Biography, 244
Dictionary of American Proverbs, 569
Dictionary of American Synonyms, 115
Dictionary of American Underworld Lingo, 113, 387
Dictionary of Anonymous and Pseudonymous English Literature, 166, 232, 492, 570
Dictionary of Anthropology, 228, 325, 327, 479
A Dictionary of Antibiosis, 326
Dictionary of Architecture, 328
Dictionary of Bio-chemistry and Related Subjects, 347
A Dictionary of Biology, 347
A Dictionary of British Etchers, 240
A Dictionary of British Landscape Painters from the 16th Century to the Early 20th Century, 249
The Dictionary of Business and Industry, 358, 480, 499, 627
Dictionary of Business Terms, Spanish-English and English-Spanish, 133, 358
The Dictionary of Canadian Biography, 221
Dictionary of Chinese Mythology, 527
Dictionary of Christ and the Gospels, 345
Dictionary of Christian Biography and Literature to the End of the Sixth Century, 253, 374

A Dictionary of Classical Antiquities, 331, 490, 527
Dictionary of Colloquial Malay, 130
A Dictionary of Color, 381, 623
Dictionary of Conformal Representations, 504
Dictionary of Cooperation, 238, 385
Dictionary of Dates (Haydn), 390-391
Dictionary of Dates (Keller), 216, 275, 390
Dictionary of Dietetics, 538
Dictionary of Early English, 130
Dictionary of Economics, 405, 476, 480
A Dictionary of Economic Terms, 405
Dictionary of Education, 407
Dictionary of English Literature, 232, 492
Dictionary of Etiquette, 414
Dictionary of European History, 216, 281, 451
Dictionary of European Literature, 232, 493
Dictionary of Events, 448
Dictionary of Foreign Words and Phrases, 119
Dictionary of Forgotten Words, 119
The Dictionary of Games, 432, 613
Dictionary of Gardening, 430, 433
Dictionary of Gems and Gemology, 473, 515
Dictionary of Genetics, 436
A Dictionary of Geography, 436
A Dictionary of Geology, 437
Dictionary of Given Names, 529
Dictionary of Greek and Roman Biography and Mythology, 236, 527
Dictionary of Greek and Roman Geography, 278
Dictionary of Guided Missile Terms, 592
Dictionary of Hymnology, 462
Dictionary of Insurance Terms, 467
Dictionary of Labor Economics, 405, 476
A Dictionary of Last Words, 216, 479
Dictionary of Latin Literature, 494
Dictionary of Legal Terms: Spanish-English and English-Spanish, 133, 480
Dictionary of Linguistics, 479
Dictionary of Magic, 497, 616
Dictionary of Marketing Terms, 315, 502, 511

- Dictionary of Marks: Pottery and Porcelain*, 564
- Dictionary of Mathematical Sciences*, 504
- Dictionary of Medieval Romance and Romance Writers*, 493
- Dictionary of Microbiology*, 339–340
- Dictionary of Miniaturists, Illuminators, Calligraphers, and Copyists*, 229
- Dictionary of Modern Economics*, 405
- A Dictionary of Modern English Usage*, 440–441
- Dictionary of Modern Painting*, 249, 547
- A Dictionary of Music*, 237, **523**
- Dictionary of Musical Terms*, 523
- Dictionary of Musical Themes*, 523
- Dictionary of Mysticism*, **553**, 587
- Dictionary of National Biography*, **225–226**, 451
- Dictionary of New Words*, 119
- A Dictionary of New Words in English*, 119
- A Dictionary of New Zealand Biography*, 224
- Dictionary of Non-classical Mythology*, **527**, 587
- A Dictionary of North American Authors*, 232
- Dictionary of Occupational Titles*, 640
- Dictionary of Ordnance Terms*, 515
- Dictionary of Organic Compounds*, 369
- Dictionary of Paper*, 548
- A Dictionary of Pastoral Psychology*, 571
- The Dictionary of Philosophy*, **553**, 587
- Dictionary of Philosophy and Psychology*, **553**, 571
- Dictionary of Photography*, 554
- Dictionary of Plastics*, 558
- Dictionary of Poisons*, 562
- A Dictionary of Politics*, 251, **562**
- Dictionary of Pronunciation of Artists' Names*, 229
- A Dictionary of Psychology*, 570, **571**
- Dictionary of Radio and Television Terms*, **355**, 410
- Dictionary of Religion and Ethics*, 253, **587**
- Dictionary of Russian Literature*, 232, **494**
- Dictionary of Scholastic Philosophy*, 553
- A Dictionary of Science*, 598
- Dictionary of Science and Technology in English-French-German-Spanish*, **122**, 598, 620, 644
- A Dictionary of Scientific Terms*, 347
- Dictionary of Slang and Unconventional English*, **113–114**, 387
- Dictionary of Social Welfare*, 571, **610**
- Dictionary of Sociology*, 610
- Dictionary of Spanish Literature*, **232**, 495
- The Dictionary of Sports*, 613
- A Dictionary of Standard Malay*, 130
- Dictionary of Technical Terms*, 317, 331, 358, 411, 504, **620**
- Dictionary of the Apostolic Church*, 374
- Dictionary of the Arts*, 331
- Dictionary of the Bible* 235, **345**
- A Dictionary of the Fungi*, 431
- Dictionary of the Mailu Language*, 130
- Dictionary of the Names of Minerals*, 515
- A Dictionary of the Older Scottish Tongue*, 132
- Dictionary of the Underworld, British and American*, **114**, 387
- Dictionary of United States History*, 454
- A Dictionary of Universal Biography of All Ages and People*, 216
- Dictionary of Vocal Themes*, 611
- Dictionary of Word Origins*, 111
- Dictionary of World Literature*, 487
- Dictionnaire alphabétique et analogique de la langue française*, 125
- Dictionnaire biographique français contemporain*, 224–225
- Dictionnaire critique et documentaire des peintres, sculpteurs, dessinateurs et graveurs de tous les temps et de tous les pays*, 229
- Dictionnaire de biographie française*, 225
- Dictionnaire des lettres françaises*, **232**, 493, 542
- Dictionnaire des peintres*, 249
- Dictionnaire étymologique des noms de famille et prénoms de France*, 529
- Dictionnaire français-anglais, anglais-français, des termes médicaux et biologiques*, 347, **507**
- Dictionnaire polyglotte des termes médicaux*, 122
- die making, 505
- Diesel Engines*, 505
- diesel locomotives, 582
- dietetics, 538
- digests of books, 488
- Dining-out in Many Languages*, 384, **591**, 630
- Dinosaur Book*, 393
- Diplomatic List*, 197, **238**
- diplomatic service, 394
- directories, 196–197
- information sources, 196–197
- The Diplomatic Yearbook*, 238, **469**
- diplomats, biographical data on, 238–239
- British, 248, 272
- current lists of, 214
- United Nations, 257
- direct mail, 316
- directorates, interlocking, 360
- members of, 235
- directories, 173–181
- as biographical sources, 211
- foreign, 179–181, 212
- government publications, 186–187, 190
- guides to, 179–181, 357, 359, 360
- of periodicals, 139–143
- see also sources cited under specific headings
- Directories for the Business Man*, **179**, 358
- directors of motion pictures, 245
- Directory and Interesting Facts of Kansas*, 292
- Directory for Exceptional Children*, 363, 372, **443**, 460, 542, 596, 610
- Directory of Accredited Institutions and Operating Criteria*, 361
- Directory of Activities for the Blind in the United States and Canada*, 351
- Directory of AFL Unions*, 477
- Directory of Agencies in Race Relations*, **542**, 610
- Directory of American Firms Operating in Foreign Countries*, 358
- Directory of American Scholars*, 239
- Directory of Antique Furniture*, **326**, 431
- Directory of Biological Laboratories*, 347, **478**
- Directory of Business Schools in the United States*, 361

INDEX

- Directory of Catholic Colleges and Schools in the United States*, 239, **379**, 407, 593, 596, 600
- Directory of CIO Unions*, 477
- Directory of Commercial and College Laboratories*, 478
- Directory of Country and Suburban Town Newspapers*, 139
- Directory of Dealers in Second-hand & Antiquarian Books in the British Isles*, 352
- The Directory of Directories, Annuals and Reference Works*, 180
- Directory of Historical Societies and Agencies in the United States and Canada*, 542
- Directory of International Scientific Organizations*, **542**, 598
- Directory of Labor Unions*, 476
- Directory of Manufacturers of America*, 499
- Directory of Medical Specialists*, **244**, 507-508
- Directory of Museums and Art Galleries in Canada, Newfoundland, Bermuda, the British West Indies, British Guiana, and the Falkland Islands*, 521
- Directory of Museums and Art Galleries in the British Isles*, 521
- Directory of Post Offices*, 286, **565**
- Directory of Reference Works Published in Asia*, 171
- Directory of Secondary Schools in the United States*, 600
- Directory of Social and Health Agencies of New York City*, **573**, 610
- A Directory of Social Science Research Organizations in Universities and Colleges*, **542**, 609
- Directory of Special Libraries*, 194
- Directory of Special Libraries in Australia*, 484
- Directory of Taiwan*, 301
- The Directory of the Adult Education Association of the U.S.A.*, 314
- Directory of the Special Libraries Association*, 34, **243**
- Directory of Trade Directories*, 180
- A Directory of 2002 16mm Film Libraries*, **203**, 519
- Directory of World Missions*, 379, **517**
- Directory, Public Human Relations Agencies*, 542
- disasters, current data on, 91
- discographies, 584-586
- disease, 506-511
- disk jockeys, list of, 522
- The Dispensary of the United States of America*, **402**, 637
- dissertations, 394
- bibliography of, 167
- in journalism, 152
- lists of, 380
- preparation of, 43-44
- distances, 436
- distribution in merchandising, 511
- District of Columbia, general data on, 296
- diving, skin, 607-608
- divorce, laws of, 481
- Doctoral Dissertations Accepted by American Universities*, 394
- doctors, 244-245
- A Documentary History of the United States*, 394
- Documentary Source Book of American History, 1606-1926*, 395
- "Document Catalog," 189
- documents, 394-395
- of African affairs, 276
- of American Revolution, 323
- congressional, 382
- constitutions. See CONSTITUTIONS
- of Council of Europe, 281
- genealogical, 435-436
- Korean, 305, 452
- of League of Nations, 482
- legislative, 482-483
- municipal, 192
- public addresses, 573-574
- treaties, 632
- United Nations, 635-636
- U.S. government, 187, 454
- Documents of American History*, 395
- Documents on American Foreign Relations*, **395**, 470, 632
- Documents on International Affairs*, **395**, 470
- Dog Care and Keeping*, 396
- The Dog Owner's Handbook*, 396
- Dog Owner's Manual*, 397
- Dog Owner's Veterinary Guide*, 397, **637**
- dogs, 396-397
- hunting, 462
- illustrated genealogy of, 63
- do-it-yourself, 397-398
- bibliography of, 167, 168
- building, 355
- carpentry, 364
- ceramics, 366
- electrical wiring, 409
- handicrafts, 444
- high fidelity, 446-447
- do-it-yourself, interior decoration, 468
- materials, 503
- painting, 548
- periodicals on, indexes to, 151
- plumbing, 559
- remodeling, 356
- tools, 626
- Do-It-Yourself Materials Guide*, 397
- domestic science. See HOME MANAGEMENT
- Dominican Republic, biographical data on, 222
- The Dominion of Canada*, 299
- Doubleday's Encyclopedia*, 68
- doublets, list of, 111
- Do You Know Your Football?*, 427
- drafting, 505-506
- dragonflies, 398
- Drake's Cyclopedia of Radio and Electronics*, **410**, 581
- Drake's Radio-Television-Electronic Dictionary*, 410
- drama, 398-400, 623-625
- Broadway openings, 91
- criticism of, 145, 623-625
- indexes to, 150
- festivals of, 624
- for holidays, 458
- indexes to, 147, 150, 167-168
- Shakespeare, 603-604
- summer theaters, 624
- see also THEATER
- Dramatic Index*, **150**, 256, 623
- dramatists, 150, 256-257
- drawings, 567
- catalogues of, 166
- dreams, dictionary of, 95
- dress, 400-401
- academic, 391-392
- in Bible times, 345
- folk dress, 389
- Scottish tartans, 376-377
- Slovak, 332
- textiles, 623
- dressmaking, 400-401, 602
- knitwear, 476
- Driver's Manual*, 337
- drugs, 369, 401-404
- antibiotics, 326
- in dentistry, 392
- in dermatology, 392-393
- herbs for, 445-446
- industry, 498
- in nursing, 537
- poisoning, 561-562
- purchasing of, 577
- veterinary, 637-638
- Drugs in Current Use*, 402
- Duck Hunter's Manual*, 404, **462**
- Ducks: Breeding, Rearing, Management*, 404

- Ducks, Geese and Swans of North America*, 404
- The Duden Pictorial Encyclopedia*, 122
- Dun and Bradstreet, Inc., 387
- Dutch and Flemish Etchings, Engravings and Woodcuts, ca. 1450-1700*, 413
- Dutch-English, English-Dutch Dictionary*, 124
- Dutch language, dictionaries of, 124
- polyglot, 122
- encyclopedia, 81
- Dutch literature, bibliographies of, 168
- duties, 389, 618-619
- dyeing, 643
- Dyke's Auto Encyclopedia*, 338
- Early American Firearms*, 442
- Eating in Italy*, 591
- ecclesiastical law, 404, 480, 593
- An Ecological Glossary*, 404
- ecology, 404
- animal life, 324-325
- botanical, 353
- in geographic sources, 259
- The Economic Almanac*, **358**, 405, 477, 499, 627
- economics, 404-406
- agricultural, 316-319
- atlas of, 269-270
- bibliography of, 171
- current data on, 92
- in geographic sources, 259
- labor, 476-477
- periodical data on, 151
- periodicals on, indexes to, 152-153
- statistics, 272, 615-616
- trade and commerce, 626-628
- Economic Survey of Asia and the Far East*, 405
- Economic Survey of Europe*, 405
- Economic Survey of Latin America*, 405
- economists, biographical data on, 405
- Ecuador, biographical data on, 222
- editing, 575-576
- see also COPY PREPARATION
- edition, definition of, 14
- Editor and Publisher: International Yearbook Number*, 315, 474, **535-536**, 542, 577, 596
- Editor and Publisher Market Guide*, 139, **286**, 341, 358, 380, 382, 536
- economic and business data, 499, 502, 511, 516-517, 551, 629
- editors of labor periodicals, 243
- education, 406-409
- abbreviations used in, 118
- adult, 314-315
- atlas of, 285
- audio-visual, 335-336
- bibliography of, 150
- of blind, 350-351
- broadcasting, 355
- in British Commonwealth, 280
- business, 361-362
- certification, 486
- colleges. See COLLEGES AND UNIVERSITIES
- consumer, 383-384
- degrees, 391-392
- directories, 174-175
- foundations, 429
- of handicapped, 443-444
- information sources, 194-196
- in Latin America, 282
- libraries. See LIBRARIES
- organizations, 542-545
- periodicals on, 139-142
- indexes to, 150
- for safety, 419
- scholarships and fellowships, 595-596
- school book collections, 164-165, 168-169
- state systems, 285, 438
- textbooks, 163
- word frequency tables, 119
- Educational Directory*, 380, **407**, 542
- Educational Film Guide*, 203, **336**
- Educational Law*, 408
- Educational Systems of the World*, 407
- Education Index*, **150**, 188, 407
- educators, biographical data on, 236, 239
- Educators Guide to Free Films*, 203, **336**
- Educators Guide to Free Slide-films*, 203, **336**
- Educators Guide to Free Tapes, Scripts, and Transcriptions*, **336**, 584
- The EFLA Redbook of Audio-visual Equipment*, 336
- Egypt, ancient, geography of, 278
- life in, 327
- mythology, 527
- religion, 588
- modern, biographical data on, 223
- Egyptologists, biographical data on, 239-240
- Eire. See IRELAND
- elections, 409
- British, 251
- Japanese, 305
- presidential, 252, 285, 287
- electrical engineering, 409-410
- electronics, 410-411
- illuminating, 486
- wiring, 397-398
- Electrical Engineers' Handbook*, 410
- Electrical Equipment List*, 410
- electricity, 409-410
- Electronic Engineering Handbook*, 410
- Electronic Engineering Master Index*, **150**, 411
- electronics, 410-411
- high fidelity, 446-447
- periodicals on, indexes to, 150
- pioneers in, 255
- radio, 581-582
- television, 622
- terms defined, 339
- Electronics Dictionary*, 411
- electroplating, 410
- Electroplating Engineering Handbook*, 410
- Electro-technology*, 410
- An Elementary Latin Dictionary*, 130
- elementary schools. See SCHOOLS
- Elementary Teacher's Guide to Free Curriculum Materials*, **195**, 201, 336
- elements, chemical, 368-370, 512-513
- The Eleven Religions and Their Proverbial Lore*, 587
- Elizabethan Bibliographies*, **492**, 603
- Elsevier's Dictionary of Cinema, Sound and Music*, **122**, 314, 519, 523
- Elsevier's Encyclopedia of Organic Chemistry*, 369
- embryology, human, 539
- terms in, 347
- The Empire and Commonwealth Year Book*, 280
- Employment and Wages in the United States*, 477
- employment management. See PERSONNEL MANAGEMENT
- Enciclopedia italiana di scienze, lettere ed arti*, **82**, 327, 330
- Enciclopedia universal ilustrada Europeo-Americana*, 83
- Encyclopaedia Britannica*, **67-68**
- annual supplement, 87-88
- arts in, 328, 330, 522
- bibliographies in, 157
- as biographical source, 213, 236, 242, 247, 250, 252
- economics in, 357, 404
- education in, 378, 521
- games in, 432
- geographic data in, 265

INDEX

- Encyclopaedia Britannica*, history and government in, 241, 439, 447, 646
literature and language in, 322, 478, 486, 526
mathematics in, 503
social studies in, 327, 480, 553, 587
see also *Britannica Book of the Year*; *Britannica Junior*
- Encyclopaedia Britannica World Atlas*, 268
- Encyclopaedia Hebraica*, **82**, 304, 345, 474, 494
- The Encyclopaedia of Islam*, **517**
as biographical source, 223, 245
geographic data in, 283
historical data in, 413, 452
- Encyclopaedia of London*, 302
- Encyclopaedia of Religion and Ethics*, 527, 553, 571, **587–588**, 625
biographical data in, 253
geographic data in, 275
social sciences in, 543, 609, 610
- Encyclopaedia of Superstitions*, 616–617
- Encyclopaedia of Textiles from the Earliest Times to the Beginning of the 19th Century*, 623
- Encyclopaedia of the Social Sciences*, 327, 413, **609**, 611
educators in, 239
geographic data in, 275
political science, 562
psychology and philosophy, 553, 572
- Encyclopaedia Sinica*, 223, **300**
- Encyclopedia Americana*, **66–67**
annual supplement, 86–87
arts in, 330, 521, 522, 546
bibliographies in, 156
as biographical source, 213, 250, 252
economics in, 404
education in, 378, 541
geographic data in, 265
history and government in, 376, 439, 447, 453, 646
literature in, 486, 526, 559
science in, 334, 348, 367, 419, 463, 503
social studies in, 463, 480, 553, 587
statistics in, 615, 627, 638
technology in, 471, 515, 619
encyclopedia annuals, 57, 85–89
as biographical sources, 209–210, 214–215
chronologies in, 86–89, 388, 448
election data in, 409
foreign exchange data in, 428
encyclopedia annuals, geographic data in, 261, 266, 309
illustrations in, 200, 309
literature in, 486–487
prize winners listed in, 252, 567
statistics in, 615
- Encyclopedia of Aberrations*, **570**, 572
- Encyclopedia of Accounting Systems*, 313
- Encyclopedia of Advertising*, **315**, 441, 502, 511
- Encyclopedia of American Associations*, 542
- The Encyclopedia of American Facts and Dates*, **391**, 419, 454
- Encyclopedia of American History*, 219, **454**, 617
- Encyclopedia of American Politics*, 454, **562**
- Encyclopedia of Animal Care*, 637
- An Encyclopedia of Annual and Biennial Garden Plants*, 556
- Encyclopedia of Antiques*, 326
- Encyclopedia of Banking and Finance*, **341**, 471, 480
- Encyclopedia of Bible Life*, 279, **345**
- Encyclopedia of Biblical Interpretation*, 345
- Encyclopedia of Canada*, 221, **299**, 450
- Encyclopedia of Chemical Reactions*, 369
- Encyclopedia of Chemical Technology*, **369**, 402, 426, 427, 598, 620
manufacturing processes, 499
organizations, 542
recipes and formulas, 584
- The Encyclopedia of Chemistry*, 236, **369**
- The Encyclopedia of Child Care and Guidance*, 372
- Encyclopedia of Criminology*, **387**, 572
- Encyclopedia of Educational Research*, 407
- Encyclopedia of Food*, 426
- Encyclopedia of Fruits, Berries and Nuts and How to Grow Them*, **430**, 556–557
- Encyclopedia of Furniture*, 431
- Encyclopedia of Home-made Wines*, 645
- The Encyclopedia of Jazz*, **242**, 472, 542, 584
- An Encyclopedia of Latin-American History*, 222, 282, **452**
- Encyclopedia of Literature*, 487
- Encyclopedia of Medical Sources*, **244**, 419, 508
- Encyclopedia of Modern Education*, 239, **407**, 543
- An Encyclopedia of Modern World Politics*, 251, 388, **562**
- Encyclopedia of Occultism*, 571
- The Encyclopedia of Outboard Motorboating*, 351
- Encyclopedia of Painting*, **249**, 547
- Encyclopedia of Prose and Poetical Quotations*, 579
- Encyclopedia of Psychology*, 572
- Encyclopedia of Puzzles and Pastimes*, 432
- Encyclopedia of Radio and Television*, **411**, 581, 622
- The Encyclopedia of Religion*, 253, 527, 553, **588**
- Encyclopedia of Roses and Rose Culture*, 594
- The Encyclopedia of Sports*, 256, **613**
- Encyclopedia of Substitutes and Synthetics*, **618**, 628
- Encyclopedia of Tax Procedures*, 618
- Encyclopedia of the Arts*, 331
- An Encyclopedia of the Iron and Steel Industry*, **472**, 620
- Encyclopedia of the Negro*, 535
- Encyclopedia of the Opera*, 248, **540**
- Encyclopedia of Trees, Shrubs, Vines, and Lawns for the Home Garden*, 557
- Encyclopedia of Type Faces*, 566
- Encyclopedia of Vocational Guidance*, 640
- An Encyclopedia of World History*, 254, 391, **448**
- encyclopedias, 49–83
abridged, 75–80, 214
foreign-language, 80–83
as biographical sources, 214
geographic data in, 266
general, 59–75
annual supplements, 85–89
bibliographies in, 156–157
as biographical sources, 209, 213–214
as geographic sources, 57, 261, 264–266, 309
history in, 447
illustrations in, 57, 200–201
specialized, 311
- The Encyclopedia Yearbook of Jazz*, 242, **472**, 584
- Encyclopedic Dictionary of Business*, 358
- Encyclopedic Dictionary of Real Estate Practice*, 583
- endocrinology, 510
- engineering, 411–412
acoustical, 313–314
aeronautical, 148, 338–339, 592

- engineering, automotive, 337-338
 chemical, 367-370
 civil, 375
 dictionaries of, 411-412
 French-English, 125
 German-English, 126-127
 polyglot, 122
 Spanish-English, 133
 electrical, 409-410
 electronic, 150, 410-411
 heating and ventilating, 444-445
 marine, 501
 materials, 503
 mechanical, 505-506
 nuclear, 335
 organizations, 544
 periodicals on, indexes to, 150, 151
 plant, 506
 product, 500
 radio, 581-582
 railroad, 582-583
Engineering Encyclopedia, 411, 499
Engineering Index, 150, 188, 411, 555
 engineers, biographical data on, 240
Engineers' Dictionary, Spanish-English, English-Spanish, 133, 411
Engineers Illustrated Thesaurus, 411, 626
 engines, aircraft, 320
 automobile, 337-338
 diesel, 505
 railroad, 582-583
 England, 301-302
 place names, 302
 river names, 302
 see also GREAT BRITAIN
English and Scottish Popular Ballads, 340
English-French and French-English Technical Dictionary, 125, 412, 620
English-French-German Technical and Commercial Dictionary, 122, 358, 412, 620, 627
English-German Technical and Engineering Dictionary, 126, 412, 620
English Historical Documents, 395
 English language, abbreviations, 117-118
 adverbs, 114
 affixes, 111
 American usage, 112-114
 bibliography of, 112
 vs. British usage, 44, 108
 pronunciation, 117
 synonyms, 115
 annual of, 491
 Basic English, 108, 479
 English language, Chinese translations into, 490
 conjunctions, 114
 Danish translations into, 490
 dictionaries of. See DICTIONARIES
 doublets, 111
 early English, 130
 etymology of, 105
 foreign-language roots, 111
 foreign words and phrases in, 119
 forgotten words in, 119
 grammar of, 102, 119, 440-441
 Greek roots of, 112
 homonyms, 111
 learning of, 479
 Middle English, 130
 new words in, 111, 119
 origins of, 111-112
 prepositions, 114
 pronouns, 114
 pronunciations, 101, 116-117
 specialized books about, 110-119
 special-usage glossaries, 111
 spelling of, 99-101, 611-612
 structure of, 45
 usage, guides to, 107-110, 119
 word frequency tables, 119
 English literature, 491-493
 anonymous and pseudonymous, 166, 570
 authors, 230-233
 ballads, 340
 bibliographies of, 165-166
 biographical data in, 232
 drama, 399
 Middle English, guide to, 130
 myths used in, 526
 poetry, 560-561
 Shakespeare, 603-604
 short stories, 606
 sporting, 231
 see also AMERICAN LITERATURE
English Literature, 232, 492
English Literature, 1660-1800, 492
English Literature: An Illustrated Record, 492
English-Norwegian Dictionary, 130
English-Polish and Polish-English Medical Dictionary, 131, 508
English Porcelain and Bone China, 564
English-Portuguese Comprehensive Technical Dictionary, 131, 620
An English Pronouncing Dictionary on Phonetic Principles, 117
English River Names, 302, 530
English-Russian Dictionary, 131
English-Spanish Chemical and Medical Dictionary, 134, 370, 510
English-Spanish Comprehensive Technical Dictionary, 133, 621
English through Pictures, 479
English-Tibetan Dictionary, 135
An English-Turkish Dictionary, 135
 "English University Press Concise Dictionaries," English-French, 125
English-Vietnamese Dictionary; Anh-Viet Tu-Dien, 135
English-Zulu Dictionary, 135
 engravers, biographical data on, 240
 medalists, 244
 engraving, 412-413
 engravings, locations of, 240
 entertaining, 458-459
 etiquette of, 414-415
 games, 432
 entomologists, biographical data on, 240
 entomology, 465-467
 publications in, 317
 entry titles, general information on, 15-17
 ephemera, government publications, 187
 indexes of, 163
 epic poetry, 413
 epigrams, 574
The Episcopal Church Annual, 569
Epitome of the Pharmacopoeia of the United States and the National Formulary, 402
 Eritrea, geographic data on, 272
 "Espasa," 83
Esquire Drink Book, 322
Essay and General Literature Index, 164, 487, 609
 essays, indexes of, 146, 164
 lists of, 161-162
Essentials of American Government, 439
Essentials of European Literature, 493
 estate taxes, 618-619
Estonia: A Reference Book, 300
 etchers, biographical data on, 240
 etching, 413, 567
 ethics, 587-588
 Ethiopia, biographical data on, 223
 ethnology, 413-414
 anthropology, 325
 Indians, American, 463-465
 of Pacific Ocean area, 283
 see also FOLKLORE
 etiquette, 95, 414-415
 address, forms of, 314
 correspondence, 386
 of flags, 422

INDEX

- Etiquette: The Blue Book of Social Usage*, 386, **414**
- Etiquette in Business*, 359, 386, **415**, 640
- Etiquette in Canada*, 415
- Etymological Dictionary of the English Language*, 111
- Etymological Dictionary of the Russian Language*, 131-132
- etymologies, in abridged dictionaries, 106
- of Americanisms, 112-114
 - bibliography of, 112
 - in dictionaries, 102
 - of English, 105, 114
 - of foreign words and phrases, 119
 - of French, 125
 - of German, 126-127
 - of Icelandic, 128
 - Indo-Germanic, 128
 - of medical terms, 510, 511
 - of mineral names, 515
 - of names. See NAMES
 - of Portuguese, 131
 - of proverbs, 569-570
 - of Russian, 131-132
 - of scientific terms, 599
 - Scottish, 132
 - of slang and idiom, 113-114
 - of Spanish, 133
 - special guides to, 111-112
 - special words and phrases, 94
 - of Swiss dialects, 134
 - word origins, 95
- eugenics, 436
- Europa*, 139, **271**, 542, 587
- biographical data in, 218, 239
 - economic data in, 341, 357, 405
 - educational data in, 379, 407, 484, 521
 - government data in, 440, 562
 - publishing data in, 535, 575
 - trade and commerce in, 476, 627
 - travel data in, 630
- Europa Touring Guide*, 281
- Europe, atlas of, 271
- biographical data on, 78, 216, 224-227
 - birds of, 349
 - dances of, 389-390
 - economic survey of, 405
 - general data on, 271
 - geographic data on, 280-282
 - history of, 267-268, 450-451
 - literature of, 493
 - newspapers, 139
 - nobility and royalty of, 247-248
 - paintings, 547
 - peoples of, 325
 - periodicals, indexes to, 147, 148
 - restaurants in, 591
 - shrines in, 375
 - Europe, travel in, 264, 630-632
 - winter sports in, 645
- Europe: An Atlas of Human Geography*, 281
- European Ceramic Art*, 366
- European Composers Today*, 237
- European History Atlas*, 281
- European literature, 493
- authors of, 230-233
 - see also names of languages
- European Peace Treaties after World War II*, 632
- Europe Since 1815*, 451
- Everybody's Book of Modern Diet and Nutrition*, 538
- Everybody's Music*, 341, **617-618**
- "Everybody's Pocket Dictionaries," English-French, 125
 - German-English, 127
 - Italian-English, 129
 - Spanish-English, 133
- Everyday Etiquette*, 415
- Everyday Life in Ancient Times*, **327**, 450
- Everyman's Atlas of Ancient and Classical Geography*, 278
- Everyman's Dictionary of Dates*, 391
- Everyman's Dictionary of Quotations and Proverbs*, 579
- Everyman's Dictionary of Shakespeare Quotations*, **579**, 603
- Everyman's Income Tax*, 618
- Everyman's Smaller Classical Dictionary*, **236**, 278, 450, 527
- Everyman's United Nations*, 635-636
- Everyone's Complete Legal Adviser*, 480-481
- Everywoman's Complete Guide to Homemaking*, 372, 415, **458**, 535
- Every Woman's Standard Medical Guide*, 508
- evolution, 416
- of birds, 350
 - genetics, 436
- examinations, civil service, 376
- college board tests, 379
- exceptional children, 443-444
- exercise, 343, 443
- Exotic Aquarium Fishes*, 634
- experts, guide to, 217
- legal, 481
 - medical, 507-508
- An Explaining and Pronouncing Dictionary of Scientific and Technical Words*, **598**, 620
- Explaining the Atom*, 335
- Explanatory and Pronouncing Dictionary of the Noted Names of Fiction*, 417
- exploration, 642
- of caves, 365, 543
 - polar, 278
- Exploring American Caves*, **365**, 543
- Exploring Our National Parks and Monuments*, 288, **531**
- explosives, 515
- exporters, Canadian, 358
- exporting and importing, 626-628
- expressions, origins of, 111
- Externals of the Catholic Church*, 593
- eye banks, 510
- eye, ear, nose and throat, medicine of, 510
- fabrics. See TEXTILES
- Facts about Finland*, 224, **300**
- Facts, Files and Action in Business and Public Affairs*, **171**, 195, 302, 359, 418
- Facts of Life and Love for Teenagers*, 415, **602**
- The Facts of Life from Birth to Death*, 638-639
- Facts on File*, **90-91**, 388, 482, 541
- as biographical source, 215
 - book listings in, 162
 - business data in, 359
 - current events in, 409, 470, 635
 - geographic data in, 266
 - prize and award winners in, 247, 252, 567
 - theatrical and motion picture data, 518, 623
- Faculty Personnel*, 239
- fairs, European, 280
- list of, 457
- fairy tales, 416
- Familiar Animals of America*, 324
- Familiar Quotations*, 579
- Familiar Trees and Their Leaves*, 633
- The Family Book of Games and Sports*, **432**, 613
- family history. See GENEALOGY
- Famous American Trains and Their Stories*, 582
- Famous Fighters of the Second World War*, 320
- Famous First Facts*, **419**, 471
- Famous Guns from Famous Collections*, 442
- Famous Negro Music Makers*, 246
- fantasy, 417
- Far East. See ASIA
- The Farmer's and Farm Student's Handbook*, **317**, 324, 433
- The Farmer's Handbook*, 317
- Farmer's Shop Book*, 356, **397**, 416, 644
- farming. See AGRICULTURE

- Farm Market Data Book*, 317, 502
 farm machinery and equipment, 416
Fashion Dictionary, 401
 feasts. See FESTIVALS; HOLIDAYS
Federal Code Annotated, 482
Federal Taxes, 618
 Federal Writers' Program, 289, 324
Feeding Your Baby and Child, 372, 538
 fellowships, 595-596
 feminists, 257
 ferns, 416-417
Ferns of the Northwest, 416
 fertilizers, 417
Festival of Opera, 540
 festivals, 457-458
 drama, 624
 European, 280
 folklore of, 424
 musical, 524
 religious, 587-588
Festivals of the Jewish Year, 457, 474
 fiction, 417-418
 children's, 373-374
 Japanese, 494
 for libraries, 166
 in paperbound editions, 162
 short stories, 606
 vocational, 641-642
Fiction Catalog, 166, 417
Field Book of American Wild Flowers, 423
Field Book of Animals in Winter, 324
Field Book of Eastern Birds, 349
Field Book of Insects of the United States and Canada, 466
Fieldbook of Natural History, 532
Field Book of Nature Activities, 532
Field Book of North American Mammals, 497
Field Book of North American Snakes, 608
Field Book of Wild Birds and Their Music, 349
Field Crop Insects, 466
Field Crops, 317
Field Guide for Birds, Wild Flowers and Nature Study, 532
A Field Guide to Animal Tracks, 324
A Field Guide to Rocks and Minerals, 515-516, 592
A Field Guide to Shells of the Atlantic and Gulf Coasts, 604
A Field Guide to Shells of the Pacific Coast and Hawaii, 604
A Field Guide to the Birds, 349
A Field Guide to the Birds of Britain and Europe, 349
A Field Guide to the Butterflies, 362
A Field Guide to the Ferns, 416-417
A Field Guide to the Mammals, 497
A Field Guide to Western Birds, 349
Fielding's Travel Guide to Europe, 281
 field stations, biological, 347
Fifty-year Index to Technical Papers and Reports, 369, 512, 620
Fifty Years of Fashion, 401
 figures of speech, German, 127
 origins of, 112
 Fiji Islands, travel data on, 284
 filing, 171, 418
 see also INDEXING
Filmed Books and Plays, 398
Film Index: A Bibliography, 519
Film Review, 245, 519
 films, in Library of Congress, 185
 lists of, 165
 see also AUDIO-VISUAL AIDS; MOTION PICTURES
Filmstrip Guide, 203, 336
 filmstrips, 203, 335-336
 finance, personal, 458-459, 550
 see also BANKS AND BANKING; BUSINESS AND FINANCE
Financial Statistics of States, 438
 Finches, 418
Fine Art Reproductions: Old and Modern Masters, 547
Fine Bird Books—1700-1900, 349
Fine Prints of the Year, 567
Fine's American College Counselor and Guide, 380
 Finland, biographical data on, 224, 300
 geographic data on, 300-301
Finland Year Book, 301
Finnish-English, English-Finnish Dictionary, 124
 firearms. See GUNS
 first aid, 418-419, 509
 in poisoning, 561-562
First Aid Textbook, 418-419
First Aid Textbook for Juniors, 419
 first editions, 351-352
 first facts, 390-391, 419
 inventions, 471
 in medicine, 510
 records, 586
First Ladies, 240
The First World Agricultural Census (1930), 318
First World War: A Photographic History, 646
 fish, 419-420
 as pets, 551-552
 tropical, 634
 Fish and Wildlife Service, U.S., 419
 fisheries, 420
Fisherman's Encyclopedia, 462
The Fisherman's Handbook, 351, 420, 421, 513-514, 629
Fishery Resources of the United States, 420
Fishes, Amphibians and Reptiles, 420, 590
 fishing, 420-421
 spearfishing, 607-608
5000 Facts and Fancies, 94-95
Fix Your Chevrolet, 337
Fix Your Ford, 337
Fix Your Plymouth, 337
Flag of the United States, 422
 flags, 272, 421-422
 American, 422, 531
 Scottish, 377
 of shipping lines, 605
 in signaling, 605
 state, 288
Flags, Funnels, and Hull Colours, 422, 605
Flags of All Nations, 422
Flags of the World, 422
Flash: Handbook of High-speed Photography, 554
 flies, fishing, 421
Flight: A Pictorial History of Aviation, 339
Flight Handbook, 339
Flora of the British Isles, 557
 Florida, cruising guide to, 351
 geographic data on, 291
 guidebook of, 288
 shells of, 604
 Florida, 291
Florida: Report of the Secretary of State, 291
Florida Sea Shells, 604
Florist Crop Production and Marketing, 423
 floristry, 423
 rose culture, 594
 flower arrangement, 422
The Flower Grower's Handbook, 423
 flowers, 422-423
 bulbs, 356
 in gardens, 433-435
 state, 287-288
Flowers and Flowering Plants, 423
Flowers and Table Settings, 415, 422
Folk Art in Czechoslovakia, 331
 folk dances, 389-390

- folk dances, square dance, 614
folklore, 424-425
 in anthropology, 325
 ballads, 340
 in ethnology, 413-414
 fairy tales, 416
 Icelandic, 527
 of mathematics, 504
 mythology, 526-528
 nursery rhymes, 537
 of poisons, 562
 proverbs, 569-570
 of rattlesnakes, 583
 romances, 493
 superstitions, 616-617
 of weather, 514
 witchcraft, 497
folklorists, biographical data on, 240
folk music, 425-426
 ballads, 340
 Canadian, 525
 recordings, 584
Folksongs on Records, 425-426, 584
food, 426-427
 for Christmas, 374
 cooking, 384-385
 etiquette of, 414-415
 handling of, 459
 herbs used for, 445-446
 merchandising of, 511
 nutrition, 538
 in restaurants, 590-591
 vitamins in, 639
 for world travelers, 274
Food and Agricultural Organization, 318
Food and Life, 426
The Food-finder, 384
food preservation, 317, 427
 refrigeration, 586
food processing, polyglot dictionary of, 122
 publications on, 317
Foods America Gave the World, 426
football, 427
 figures in, 240
 rugby, 594
 soccer, 608
Football: Facts and Figures, 427
footnotes, preparation of, 41-44
Ford Farm Ranch Home Almanac, 318, 458, 466
foreign affairs. See INTERNATIONAL RELATIONS
Foreign Affairs Bibliography, 470
Foreign Commerce Handbook, 197, 627
Foreign Commerce Yearbook, 627
Foreign Consular Offices in the United States, 197, 394
foreign exchange, 341, 428
 conversion tables, 281, 632
 retrospective values, 644
foreign information services, 196-197, 380
 for geographic data, 263
 publications of, 142
 touristic, 630
foreign-language dictionaries. See DICTIONARIES, also specific languages
foreign-language newspapers, 140, 156
foreign languages, 478-479
foreign missions. See MISSIONS
foreign service, 394
 Canadian, 298
 diplomats, 238-239
Foreign Service Register, 197, 394
foreign study, 380-381
foreign trade. See TRADE AND COMMERCE
foreign words and phrases, in dictionaries, 105-107, 110
 dictionary of, 119
 lists of, 44, 95, 115
 sources of, 111
The Foreman's Handbook, 499, 550
Forest Resources Handbook, 428
forestry, 428-429
 polyglot dictionary of, 122
 publications on, 317
The Forestry Directory, 428, 531
Forestry Handbook, 428
forests, 428-429
 conservation, 383
 national, 530-531
 trees, 633-634
forgeries, of antiques, 326
 literary, 488
Forgotten Religions, 325, 527, 588
forgotten words, dictionary of, 119
Formosa, geographic data on, 272, 301
Forms and Functions of Twentieth-century Architecture, 328
formulas, mathematical, 504
 statistical, 615
 see also RECIPES AND FORMULAS
Fortress Islands of the Pacific, 283
The Forty-eight State School Systems, 407
fossils, 429
 dinosaurs, 393
Foster's Complete Hoyle, 432
foundations, 429
 educational, 380
 in health, 541
Four to Fourteen: A Bibliography of Children's Books, 166-167
Fowls and How to Keep Them, 565
FPA Book of Quotations, 579
France, air force of, 320-321
 biographical data on, 81, 224-225
 composers of, 237
 geographic data on, 272, 301
 literary groups in, 542
 museums in, 332, 522
 names, 529
 periodicals, 140
 wines, 645
France (Baedeker), 301
France (Fodor), 301
France (Garnet), 301
France (Ogrizek), 301
France: A Regional and Economic Geography, 301
Frankfurt and the Taunus, 301
Frank Schoonmaker's Dictionary of Wines, 645
fraternities, 430
 businessmen's affiliations with, 235, 360
 figures in, 241
Fraternity-Sorority Directory, 380, 430, 543
Free and Inexpensive Learning Materials, 195
Free and Inexpensive Materials on World Affairs, 197, 264, 470
The Free Lance Photographer's Handbook, 554
The Freemason's Pocket Reference Book, 244, 503
freighters, 606
French Canadians, biographies of, 221
A French-English and English-French Dictionary of Commercial and Financial Terms, 125, 359
A French-English and English-French Dictionary of Technical Terms and Phrases, 125, 412
French-English and English-French New Pronouncing Dictionary, 125
A French-English Dictionary for Chemists, 125, 369
French-English, English-French Dictionary, 125
French-English Science Dictionary, 125, 318, 598
French language, bibliography of, 493
 business terms, 359
 Chinese translations into, 490
 cooking terms, 384
 dictionaries, 125-126, 412
 chemical, 369
 polyglot, 121-122
 encyclopedias, 81
 grammar of, 441

- French language, maritime terms, 533
 medicine and biology in, 507, 509
 Swiss dialect of, 134
 technical terms, 503, 505, 515, 546
- French literature, 493
 authors of, 232–233
 poetry, 116, 561
- The French Vest Pocket Dictionary*, 125
- French Wines*, 645
- Fresh Water Fishing*, 421
- frogs, 590
- From Zero to Infinity: What Makes Numbers Interesting*, 504
- fruits, 430
- fuels, 430
 coal, 377
 petroleum and natural gas, 551
 solar heat, 611
- Fuels and Combustion Handbook*, 430
- fund raising, 568
 philanthropy, 552
 speeches for, 574
- fungi, 431
 mushrooms, 522
- Funk & Wagnalls Concise Standard Dictionary*, 107
- Funk & Wagnalls New College Standard Dictionary*, 107
- Funk & Wagnalls New Comprehensive Standard Dictionary*, 107
- Funk & Wagnalls New Desk Standard Dictionary*, 107–108
- Funk & Wagnalls New Standard Dictionary of the English Language*, 105, 215, 528
- Funk & Wagnalls Standard Dictionary of Folklore, Mythology, and Legend*, 414, 424, 527, 588, 617
 anthropology in, 325
 arts in, 331
 classical literature in, 490
- Funk & Wagnalls Standard Handbook of Synonyms, Antonyms, and Prepositions*, 115
- Funk & Wagnalls Standard Junior Dictionary*, 108
- Funk & Wagnalls Student's Standard Dictionary*, 108
- furnaces, 430
- furniture, 431–432
 antiques, 326–327
 paints and varnishes, 548
 interior decoration, 467–468
 makers of, 241
 repairs of, 332, 397
 wrought iron, 648
- Furniture Collectors' Glossary*, 431
- Furniture Treasury*, 431, 643
- Gaelic language, names, 528
 Scottish, 132
- gambling, 432
 with cards, 364
 horse racing, 459
- games, 432
 cards, 364
 contests, 384
 for groups, 568
 for mentally retarded, 444
 play equipment, 372
 singing, 390
 word, 116
 see also SPORTS
- garages, management of, 337
- The Garden Book*, 433
- The Gardener's Bug Book*, 433, 466
- gardening, 433–435
 bulbs, 356
 cactus, 363
 fertilizers, 417
 flowers, 422–423
 herbs, 445–446
 insects in, 465–467
 organizations, 544
 roses, 594
 shrubs and vines, 633–634
 trees, 633
 vegetables, 636
 weeds, 643
- Gardening in the South and West*, 433
- Gardiner's Handbook of Skin Diseases*, 392
- garment industry, 498
- gas, natural, 551
- Gas Facts*, 551
- gasoline, 551
- Gateways to Readable Books*, 167, 487
- Gazetteer of Canada*, 299
- Gazetteer of the Philippine Islands*, 306
- gazetteers, 261–262, 266–267
 in dictionaries, 102
- Geese, 404
- Gem Hunter's Guide*, 473, 516
- Gems and Gem Materials*, 473
- Genealogical and Heraldic History of the Landed Gentry*, 248, 435, 445
- Genealogical and Heraldic History of the Landed Gentry of Ireland*, 248, 435, 445
- Genealogical and Heraldic History of the Peerage, Baronetage, and Knightage, Privy Council and Order of Precedence*, 248, 435, 445
- Ein genealogisches Handbuch des Adels*, 238, 248, 394, 435
- genealogy, 435–436
 American, 218–219
 bibliographies of, 218–219
 English, 218
 heraldry, 445
 of noble and royal houses, 247–248
 of Scottish clans, 376–377
 tables, 451
 of theatrical families, 257
- General Armory of England, Scotland, Ireland and Wales*, 445
- The General Basic English Dictionary*, 108
- General Cartography*, 500, 554
- General Catalogue of Mariners' and Aviators' Charts and Books*, 264
- General Engineering Handbook*, 412
- General Index to Illustrations*, 201
- General Plastics*, 558
- General Printing*, 566
- genetics, 436
 of cats, 365
 of dogs, 397
- The Genetics of the Dog*, 397
- geographers, biographical data on, 241
- Geographical Names, U.S. Board of, 276
- Geographical Names for British Official Use, Permanent Committee on, 275
- geographic data, 259–310
 in almanacs, 91–93, 266
 in dictionaries, 102, 106–110, 266
 entry titles for, 16
 graphic, sources of, 201, 309–310
 in periodicals, 152
 see also specific place names
- geographic dictionaries, 261–262, 266–267
- geographic handbooks, 271–272
- geography, 436
 abbreviations used in, 118
- The Geography of Europe*, 281
- Geography of Language*, 479
- Geography of Russia*, 308
- Geography of the Pacific*, 283
- Geography of the USSR: A Regional Survey*, 308
- geology, 436–437, 592
 caves, 365
 fossils, 429
 mineralogy, 515–516
 mountains, 520
 petroleum, 551
 volcanoes, 642
- geometrical forms, 504

Georgia, 291
Georgian-English Dictionary, 126
Georgia's Official Register, 291
 geriatrics, 437
 German-Americans, 413
German-English and English-German Dictionary for Scientists, 126, 598, 620-621
A German-English Dictionary for Chemists, 126, 369
German-English Dictionary of Technical Scientific and General Terms, 126, 598, 621
German-English: English-German Dictionary, 126
German-English, English-German Military Dictionary, 126, 515
German-English Medical Dictionary, 127, 508
German-English Technical and Engineering Dictionary, 127, 412, 620
German-English Technical Dictionary, 127, 621
 German language, business terms, 359
 Chinese translations into, 490
 dictionaries, 126-127
 of Bible, 346
 chemical, 369
 German-Icelandic, 128
 Gothic-German, 127-128
 Indo-Germanic-German, 128
 mathematical, 504
 medical, 129, 508-510
 Pennsylvania Dutch, 130-131
 polyglot, 121-122
 Swiss dialect, 134
 encyclopedias, 81-82
 food terms, 384
 grammar of, 441
 maritime terms, 533
 materials, terms for, 503
 ordnance terms, 515
 technical terms, 505
 theological terms, 625
 German literature, 493
 authors, 230, 231
 poetry, 561
 Germany, art works in, 333
 biographical data on, 81, 225
 composers of, 237
 geographic data on, 272, 301
 music in, 525
 names, 528
 organizations, 545
 periodicals, 140
 book reviews in, 159
Germany (Baedeker), 301
Germany (Fodor), 301
 gerontology, 437, 591
Ghost Towns of Colorado, 291
 gift taxes, 618-619

Girl Scout Handbook, 437, 444, 456, 532
 Girl Scouts, 437
The Girls' School Year Book, 600
 glands, 510
 glass and glassware, 437
 antiques, 326-327
 globes, 269
Glossaire des patois de la Suisse romande, 134
 glossaries, collection of, 77, 97
 scientific and technical, lists of, 597
 see also sources cited under specific headings
Glossaries, 436
Glossary of Aeronautical Definitions, English-German, German-English, 127, 339
A Glossary of Art Terms, 331
Glossary of German Financial and Economic Terms, 359
Glossary of Machine Shop Terms and Definitions, 499, 505
A Glossary of Mycology, 431
Glossary of Physics, 555
A Glossary of Sea Terms, 501, 533
Glossary of Shipbuilding and Outfitting Terms, 501, 644
A Glossary of Terms in Nuclear Science and Technology, 335
Glossary of the British Flora, 557
 goats, 438
Gods and Heroes, 527
Golden Bough, 527
Golden Multitudes, 344
The Golden Years: An Invitation to Retirement, 591
 goldfish, 634
 gold plate, hallmarks on, 443
 golf, 438
Golf Digest Annual, 241, 438
 golfers, biographical data on, 241
Goode's World Atlas, 270
Good Housekeeping Guide to Successful Homemaking, 458
The Good Housekeeping Needlecraft Encyclopedia, 535
Good Housekeeping's Complete Wedding Guide, 415
 Gospels. See BIBLE
 Gothic language, dictionary of, 127-128
Gourmet's Guide to Good Eating, 591
Goushá American Highway Atlas, 286, 531, 592
 government, local, 191-192
 municipal. See MUNICIPAL GOVERNMENT
 state, 190-191, 290-297, 438
 conservation departments, 383
 finance, 438

government, state, licensing, 486
 securities, 472
 taxation, 618-619
 veterans' affairs, 637
 U.S., 284, 439
 abbreviations used in, 118
 aviation regulation, 338
 bond issues, 472
 credit agencies, 342
 informational sources, 183-190, 360
 social welfare agencies, 543
 statistical services, 616
 student programs, 380
 taxation, 618-619
 veterans' affairs, 637
 world, 439-440
 international organizations, 468-469
 see also names of countries, states, etc.
The Government and Administration of Delaware, 291
The Government and Administration of Florida, 291
The Government and Administration of Mississippi, 293
The Government and Administration of New York, 293
The Government and Administration of Ohio, 294
The Government and Administration of Wyoming, 295
 government officials, 250-251
 in aviation, 234
 British, 93, 215, 248, 251, 280, 302
 British colonial, 280
 Canadian, 299
 of Caribbean area, 280
 diplomats, 238-239
 foreign, 440
 municipal, 296
 overseas assignments, 272
 state, 285
 United Nations, 257
 U.S., 238, 250-251
 Congressmen, 237-238
 lists of, 214, 215, 217
 Government Printing Office, 183, 186
 Style Manual, 44, 111, 441, 479, 568, 576, 577
 government publications, 183-192, 439
 in agriculture, 318-319
 for business, 359
 of Canada, 299
 census. See CENSUSES
 in child care and guidance, 371
 Federal, 183-190
 foreign, 189, 196-197
 as geographic sources, 263
 international, 469

- government publications, on national parks, 531
periodicals, 142, 143
state and local, 190-192
statistical, 616
of territories and possessions, 191
of World War II, 647
- grammar, 440-441
in dictionaries, 102
glossary of, 44
guide to, 119
punctuation, 577
rules of, 43
for secretaries, 601
usage, guide to, 114
- A Grammar of American Politics*, 563
- A Grammar of English Heraldry*, 445
- The Gramophone Book*, 584
- The Gramophone Shop Encyclopedia of Recorded Music*, 585
- Grand dictionnaire universel du XIX^e siècle français*, 81, 330
- Grande enciclopédia portuguesa e brasileira*, 82-83
- La Grande encyclopédie*, 81
- Grandes novelistas de la América hispaña*, 232
- Granger's Index to Poetry*, 167, 559, 579
- grants-in-aid, Federal, 439
- grapes, 644
- graphic arts, 441-442
in advertising, 315
engraving, 240, 412-413
etching, 413
periodicals on, indexes to, 151
photography, 554-555
posters, 565
printing and typography, 566
prints, 567
- graphic information, biographical, 258
on geography, 309-310
in Library of Congress, 186
in reference works, 11
sources of, 199-203
see also sources cited under specific headings
- Graphis Annual*, 315, 441
- Grass*, 442
- grasses, 442
- Gray's Manual of Botany*, 353
- Great Books of the Western World*, 487
- Great Britain, abbreviations used in, 118
address, forms of, 314
advertising in, 140-141
Air Force, 320-321
air transport, 321
almanac data on, 92-93
- Great Britain, animal life of, 324, 362
architects in, 228
art, history of, 332
artists in, 230, 240, 249
ballads, 340
biographical data on, 76, 77, 216, 225-226
bibliographies of, 226
birds of, 349-350
book dealers in, 352
books reviewed in, 158
businessmen in, 248
chronology of, 391
city governments, 520-521
clergymen in, 248, 253
colonies of, 280
colonizers, biographies of, 222
diaries of, 393
diplomats of, 248
directories of, 179, 180
documents of, 395
education in, 406-407, 409
adult, 314-315
audio-visual, 336
preparatory schools, 600
elections in, 409
farm methods in, 317
genealogies of, 218
geographic data on, 76, 77, 272, 301-302
geographic dictionary of, 267
government officials of, 93, 215, 248, 251, 280, 302
government publications of, 189, 197
history of, 94, 391, 451-452
source material for, 180
Jews in, 242, 363, 474
landed gentry of, 248
laws of, 481
libraries in, 484-485
manufacturers in, 499
military figures in, 248
mining in, 517
motion-picture figures in, 245
museums in, 332, 521
musicians in, 246-247
names in, 529-530
Navy, 534
newspapers of, 140-141, 536
indexes to, 145
organizations in, 248, 542-545, 599
Parliament, 251
members of, 248
penal institutions in, 387
periodicals of, 139-141, 143
indexes to, 146-148
special subjects, 148-150, 152
plant life of, 423, 445, 557, 633
proverbs, 569
public utilities, 574
- Great Britain, publishers in, 235, 352, 576
railroads, 582-583
reference sources in, 195
reference works of, 171-172
religion in, 569
Roman Catholics in, 254, 593
Royal Academy members in, 248
royal family of, 226, 248, 388
saints of, 254-255
scientific and technical books of, 165
slang of, 113-114
sports in, 614
television in, 622
theater in, 624-625
trade and commerce of, 499, 627-628
travel in, 264
- Great Britain* (Baedeker), 302
- Great Britain* (Ogrizek), 302
- Great Cities of the World*, 275, 375
- Great Composers*, 237
- Great Conductors*, 237
- The Great Encyclopaedia of Universal Knowledge*, 76-77
- Great Inventions*, 471
- Greece, ancient, biographies, 236
coins of, 377-378
geography of, 278
life in, 327
mythology, 526-528
art works in, 333
geographic data on, 272, 302
- Greece* (Baedeker), 302
- Greece* (Ogrizek), 302
- Greece: A Political and Economic Survey, 1939-53*, 302
- Greek-English, English-Greek Dictionary*, 128
- Greek-English Lexicon*, 128
- Greek language, dictionaries, 128
of Bible, 346
roots used in English, 112
terms used in English, 119
- Greek literature, 493
poetry, 561
- The Greek Myths*, 527
- Greek Orthodox Church, 545
- Greenhouse Gardening for Everyone*, 433
- greenhouses, 433-434
- Greenland*, 303
- Grolier Encyclopedia*, 68-69, 265
annual supplement, 89
- Der Grosse Brockhaus*, 81-82, 327, 330
- Ground Cover Plants*, 557
- Grove's Dictionary of Music and Musicians*, 246, 523
- Growing Up with Books*, 167
- Guardianship Law*, 314

Guatemala, universities, 380-381
 Guianas, geographic data on, 280
 guide, term defined, 311
Guide Book for the Young Man about Town, 415
 guidebooks, 262, 273-274
 bibliographies in, 157
 of Europe, 280-282
 of Latin America, 282
 of specific countries, 297-309
 of U.S. cities, 296-297
 of U.S. states, 290-296
 guided missiles, 338-339, 592
 terms defined, 339
Guide des prix littéraires, 568
A Guide for Games, 432
Guides to Manuscript Materials for the History of the United States, 454
Guide to Alaska, 290
Guide to America, 286
Guide to American Biography, 219
Guide to American Business Directories, 180, 359
Guide to American Folklore, 424
Guide to Ancient Coins, 377
Guide to Best Fishing, 421
A Guide to Bibliographical Tools for Research in Foreign Affairs, 470
Guide to Bibliographies of Theses, United States and Canada, 167, 394
A Guide to Bird Finding West of the Mississippi, 349, 630
Guide to California Wines, 645
The Guide to Catholic Literature, 593
A Guide to Children's Records, 373, 585
A Guide to Colleges, Universities and Professional Schools, 380, 596
Guide to Color Prints, 567
Guide to Dance Periodicals, 150, 341, 390, 401
 art data in, 331
 biographical data in, 238, 256
 drama data in, 398, 519
 music data in, 523, 540, 585
A Guide to Dutch Bibliographies, 168
A Guide to Early American Homes, 328, 521
Guide to Foreign Business Directories, 180
Guide to Foreign Information Bureaus, 197
Guide to Geologic Literature, 437
Guide to Great Plays, 398, 624
Guide to Historical Fiction, 417
Guide to Historical Literature, 448

A Guide to Iranian Area Study, 303
Guide to Jazz, 242, 472, 585
Guide to Latin American Music, 526
Guide to League of Nations Publications, 198, 482
Guide to Life and Literature of the Southwest, 288-289, 322, 489
The Guide to Long-playing Records, 585
A Guide to Longplay Jazz Records, 472, 585
A Guide to Medicine, 508
A Guide to New China, 300
A Guide to Psychiatric Books, 570
Guide to Reference Works, 171-172
Guide to Research in Russian History, 452-453
Guide to Sources of English History, 451
Guide to Southern Trees, 633
A Guide to Soviet Bibliographies, 168
Guide to Special Collections of Prints & Photographs in the Library of Congress, 202
Guide to Summer Camps, 363
Guide to the Best Fiction, English and American, 417
Guide to the Best Historical Novels, 417-418
Guide to the History of Science, 598
A Guide to the Indian Tribes of Oklahoma, 464
Guide to the Literature of the Zoological Sciences, 402, 638, 649
A Guide to the Microfilm Collection of Early State Records, 395
Guide to the National and Provincial Directories of England and Wales, Excluding London, Published before 1856, 180
Guide to the Public Records, 395
Guide to the Records in the National Archives, 185, 202, 435-436, 454
A Guide to the Religions of America, 457, 543, 588
Guide to the Slavonic Languages, 479
Guide to the Soviet Union, 308
Guide to the Stars, 334
A Guide to Turkish Area Study, 308
Guide to Women's Organizations, 543, 645

The Guinness Book of Superlatives, 586
The Gun Collector's Handbook of Values, 442
Gun Digest, 442
 gunnery, terms of, 515
 guns, 442-443
 for hunting, 462
 makers of, 241
Gun Trader's Guide, 442
 Gymnastics, 443
 gynecology, 508, 539

Hackh's Chemical Dictionary, 369, 598
 hairdressing, 343
 Haiti, biographical data on, 222
 hallmarks, 443
 on chinaware, 563-564
 on pewter, 552
 on silver, 607
Hall Marks on Gold and Silver Plate, 443
 halls of fame, of baseball, 342
 of jazz, 242, 472
Hammond's Advanced Reference Atlas, 269
Hammond's Ambassador World Atlas, 269
Hammond's Atlas of the Bible Lands, 279
Hammond's City Street Map Atlas and Trip Guide, 296, 461
Hammond's Comparative World Atlas, 269
Hammond's Complete World Atlas, 269
Hammond's Guide to Nature Hobbies, 532, 554
Hammond's Historical Atlas, 267
Hammond's Library World Atlas, 269
Hammond's March of Civilization, 267
Hammond's Nature Atlas of America, 286-287, 383, 532-533
Hammond's Pictorial Travel Atlas of Scenic America, 287, 531, 630
Hammond's Scripture Atlas, 279
Hammond's Sports Atlas of America, 287, 613
Hamster Guide, 443
 handball, 443
Handbook for Boys, 354, 363, 422, 444, 456, 533
Handbook for Prospectors, 437, 516-517
Handbook for Secretaries to Accountants, Controllers and Treasurers, 601
Handbook for the Medical Secretary, 460, 508, 601

- Handbook for Travellers in India, Pakistan, Burma, and Ceylon*, 303
- Handbook of Accounting Methods*, **313**, 359
- Handbook of Adult Education in the United States*, **314**, 543
- Handbook of American Idioms and Idiomatic Usage*, 114
- Handbook of American Indians North of Mexico*, 464
- Handbook of American Mountaineering*, 363, 419, 436, **520**
- Handbook of American Museums*, 521
- Handbook of American Railroads*, 582
- Handbook of Antibiotics*, 326
- Handbook of Applied Hydraulics*, 505
- The Handbook of Auto Camping*, **363**, 461, 531
- Handbook of Basic Economic Statistics*, 405
- The Handbook of Beauty*, **343**, 386
- Handbook of Broadcasting*, 315, **355**, 648
- Handbook of Building Construction*, 356
- Handbook of Chemistry*, 369–370
- Handbook of Chemistry and Physics*, **370**, 555
- A Handbook of Classical Drama*, 398–399
- Handbook of Commercial, Financial and Information Services*, 172, 180, **359**
- A Handbook of Comparative Grammar*, **441**, 479
- Handbook of Dangerous Materials*, 370, 499, **595**
- Handbook of Dates for Students of English History*, 391
- Handbook of Denominations in the United States*, 588
- Handbook of Engineering Fundamentals*, 412
- Handbook of Engineering Materials*, 356, 412, **503**
- Handbook of Experimental Stress Analysis*, 512
- Handbook of Food and Agriculture*, **318**, 427, 538, 543
- Handbook of Frogs and Toads of the United States and Canada*, 590
- Handbook of General Psychology*, 572
- Handbook of Greek Literature*, 493
- The Handbook of Industrial Relations*, 477, **550**
- Handbook of International Organizations in the Americas*, 468
- Handbook of Jamaica*, 304
- Handbook of Labor Statistics*, 477
- Handbook of Labor Unions*, 477
- The Handbook of Latin American Studies*, **282**, 609
- Handbook of Latin Literature*, 494
- Handbook of Lizards*, 590
- Handbook of Material Trade Names*, 628
- Handbook of Mathematical Tables and Formulas*, **504**, 644
- Handbook of Meteorology*, 514
- Handbook of Moral Theology*, 625
- Handbook of Nature Study*, 533
- Handbook of New Nuclear Techniques*, 335
- Handbook of Northwest Flowering Plants*, 423
- Handbook of Parliamentary Procedure*, 549
- Handbook of Plastics*, 558–559
- Handbook of Pottery and Porcelain Marks*, 564
- A Handbook of Poultry Practice*, 565
- Handbook of Private Schools*, **596**, 600
- Handbook of Probability and Statistics with Tables*, 504, **615**
- Handbook of Salamanders*, 590
- Handbook of Scientific and Technical Awards in the U.S. and Canada, 1900–1952*, **568**, 598, 621
- Handbook of Snakes of the United States and Canada*, 608
- Handbook of Sociology*, 611
- Handbook of South American Indians*, 464
- Handbook of Texas*, 219, **295**
- Handbook of Tomorrow's Antiques*, 326–327
- Handbook of Tropical Aquarium Fishes*, 634
- Handbook of Turtles*, 634
- Handbook of Universal Literature*, 487–488
- Handbook on Federal Grants-in-Aid*, 439
- Handbook on International Study*, **380**, 429, 543, 595, 630
- handbooks, geographic, 262, 271–272
- of miscellany, 94–96
- term defined, 311
- handicapped, the, 443–444
- blind, 350–351
- handicrafts, 330–333, 444
- American, 393
- for Boy Scouts, 354
- ceramics, 366, 563–564
- do-it-yourself, 397–398
- for Girl Scouts, 437
- glassware, 437
- jewelry repairs, 473
- lacemaking, 478
- needlecraft, 535
- periodicals on, indexes to, 151
- pewter, 552
- plastics in, 558
- quilts, 578
- sewing and dressmaking, 602
- silverware, 607
- watch and clock making, 642–643
- weaving, 643
- wrought iron, 648
- Handy Book of Curious Information*, 95
- Handy Book of Gardening*, 433
- Handy-book of Literary Curiosities*, 488
- “Handy Dictionaries” series, English-French, 125
- German-English, 127
- Italian-English, 129
- Spanish-English, 133
- The Handy Encyclopedia of Useful Information*, **95**, 359, 459, 617
- geographic data in, 266
- historical data in, 449
- officials listed in, 251
- Handy Illustrated Guide to Football*, 427
- Handy Knitting Library*, 476
- Handyman's Book*, 397
- Handy Man's Plumbing and Heating Guide*, 444, **559**
- harbors, 564
- Harness Horse Racing in the United States and Canada*, 459
- The Harper History of Painting*, 249, **547**
- Harper's Bible Dictionary*, 235, **346**
- Harper's Dictionary of Classical Literature and Antiquities*, 327, **490**, 527
- art works described, 331
- biographical data in, 236
- geographical data in, 278
- Harper's Encyclopedia of Art*, **229**, 281, 331
- Harper's Latin Dictionary*, 130
- harpsichords, makers of, 241, 526
- The Harvard Classics*, 488
- Harvard Dictionary of Music*, 523

INDEX

- Harvard List of Books in Psychology*, 572
 harvest schedules, 270
 hats, academic, 391-392
 Hawaii, camps in, 364
 coins of, 378
 geographic data on, 272, 291
 hotels in, 461
 organizations in, 544
 restaurants in, 591
 shells of, 604
 travel data on, 284
 Hawaiian language, 128
The Hawks of North America, 350
Hawley's Technical Speller, 598, **611-612**, 621
 health, industrial, 465
 safety, 595
 public. See PUBLIC HEALTH
 in schools, 408
Health Education: A Selected Bibliography, 573
 hearing. See ACOUSTICS
 heating, 444-445
 coal, 377
 fuels, 430
 installation of, 356
 solar, 611
Heating and Ventilating's Engineering Data-book, 319, **444-445**, 559, 586
Heating, Ventilating, Air Conditioning Guide, 319, **445**
Heaton's Commercial Handbook of Canada, 139, **299**, 359
Heavens to Betsy, and Other Curious Sayings, 111
Hebrew-English Dictionary, 128
Hebrew-English, English-Hebrew Dictionary, 128
 Hebrew language, dictionaries, 128
 of Bible, 346
 encyclopedia, 82
 Hebrew literature, 494
 height, prediction of, 372
 helicopters, 320, 339
Hellenic Travel, 302
Henley's Twentieth Century Book of Ten Thousand Formulas, Processes and Trade Secrets, 584
 heraldry, 445
 Gaelic terms of, 376
 signs in, 607
Herb Caen's Guide to San Francisco, 296
 herbs, 445-446, 637
 in cooking, 384-385
 spices, 612
Herbs: How to Grow Them and How to Use Them, 385, 433, **446**
 heredity, 436
Here's the Answer, 95-96
Heroes and Heroines of Fiction, 418
 high fidelity, 446-447
 electronics data on, 410
 recordings, 584-586
High Fidelity, 446
High-Fidelity Music Systems, 446
High Fidelity Record Annual, 446, **585**
Hi-Fi Equipment Yearbook, 446
Hi-Fi Handbook, 446
 high schools, 600
 basic book collections for, 164, 165, 169
 biographies recommended for, 212
 dictionaries for, 109-110
 highways. See ROADS AND HIGHWAYS
 Hindi language, dictionary of, 128
 Hinduism, 447
 mythology, 526-528
 yoga, 649
 Hindu literature, 447, 494
Hinrichsen's Musical Yearbook, 246, **524**
The Histomap of Evolution, 416
The Histomap of History, 449
The Histomap of Religion, 588
 historians, 450
 American, 453
 biographical data on, 241
Historical Atlas of the United States, 287
 historical atlases. See ATLASES, HISTORICAL
An Historical Dictionary of German Figurative Usage, 127
 historical fiction, 417-418
Historical Fiction and Other Reading References, 449
Historical Register of Officers of the Continental Army, 245
 historical societies, 542-544
 for portraits, 258
 publications as genealogical sources, 219
 state organizations, 243
Historical Societies in the United States and Canada, 449, **543**
Historical Statistics of the United States, 1789-1945, **287**, 455, 615, 639
Historical Tables, 58 B.C.-A.D. 1945, 391
 historic buildings, 521
Historic Costume, 401
Historic Notebook, 449
Histories of American Army Units, World Wars I and II and Korean Conflict with Some Earlier Histories, 329-330
 historiography, 448, 450
 history, 447-456
 chronologies of. See CHRONOLOGIES
 current, 388-389
 dates, 390-391
 first facts, 419
 in geographic sources, 259
 oddities of, 94-95
 source material on, in periodical indexes, 146-148, 152-153
 see also sources cited under names of places and specific subjects
History and Bibliography of American Newspapers 1690-1820, 536
A History and Criticism of American Public Address, 249, **573**
History and Historians in the Nineteenth Century, 241, **450**
History of American Costume, 1607-1870, 401
 "History of American Life Series," 455
History of American Magazines, 496
History of Architecture, 328-329
A History of Architecture on the Comparative Method, 329
History of Botany (1530-1860), 353
History of Botany 1860-1900, 353
History of Christianity, 374
History of Christian Names, 529
History of Early 18th Century Drama, 1700-1750, 399
History of Early 19th Century Drama, 1800-1850, 399
History of England, 451
History of Engraving and Etching from the 15th Century to the Year 1914, 413
History of Europe, 1500-1848, 451
History of French Literature, 493
History of German Literature, 493
History of Italian Literature, 494
A History of Italian Painting (Mather), 547
History of Italian Painting (Tonks), 548
History of Late 18th Century Drama, 1750-1800, 399
History of Late 19th Century Drama, 1850-1900, 399
A History of Latin America, 222, 282, **452**
The History of Magic, 424, **497**, 588
History of Magic and Experimental Science, 497
History of Manufactures in the United States, 471, **499**
A History of Medicine (Castiglioni), 508

- History of Medicine* (Mettler), 508
- History of Mexican Literature*, 494
- A History of Modern Criticism 1750-1950*, 495
- History of Music*, 524
- History of Musical Instruments*, 526
- A History of Music in Pictures*, 524
- A History of Nursing*, 537
- History of Nursing Source Book*, 537
- The History of Photography from 1839 to the Present Day*, 554
- History of Playing Cards and a Bibliography of Cards and Gaming*, 364
- History of Restoration Drama, 1660-1700*, 399
- History of Russia*, 453
- A History of Russian Literature*, 232, 453, **494-495**
- History of Sculpture*, 600
- History of Spanish Literature*, 495
- History of Square-dancing*, 614
- A History of Technology*, 471, **621**
- History of the American Drama from the Beginning to the Civil War*, 399
- History of the American Drama from the Civil War to the Present Day*, 399
- A History of the Bibliographies of Bibliographies*, 167
- A History of the Catholic Church*, 593-594
- History of the Christian Church*, 374
- History of the English Novel*, 418
- A History of the Expansion of Christianity*, 374
- History of the Popes*, **252**, 594
- "History of the South Series," 455
- A History of the Theatre*, 624
- A History of Valentines*, 636
- History of World War II*, 647
- hobbies, 456-457
- bibliography of, 167, 168
- for children, 371-372
- in directories, 174
- for Girl Scouts, 437
- for groups, 568
- periodicals on, indexes to, 151
- for the retired, 591
- in *Wonderland of Knowledge*, 74
- see also COLLECTING; DO-IT-YOURSELF; HANDICRAFTS
- hobo signs, 607
- hockey, 457
- A Hog on Ice and Other Curious Expressions*, 111
- Holiday magazine*, 263, 309, 310
- holidays, 457-458
- birthdays, 350
- Chinese, 300
- Christmas, 374
- European, 280
- folklore of, 424
- food for, 384
- Jewish, 474
- origins of, 413
- religious, 587-588
- stories for, 574
- Valentine's Day, 636
- Holland. See NETHERLANDS
- Holland*, 306
- Holt Spanish & English Dictionary*, 133
- Home Book of Bible Quotations*, 346, **579**
- Home Book of Modern Verse*, 559
- Home Book of Proverbs, Maxims and Familiar Phrases*, 579
- Home Book of Quotations, Classical and Modern*, 579
- Home Book of Shakespeare Quotations*, **579**, 603
- Home Book of Verse, American and English*, 559
- Home Decorator's Guide*, 468
- The Home Garden Book of Herbs and Spices*, 433, **446**, 612
- Homemaker's Handbook*, 459
- home management, 95, 458-459
- cooking, 384-385
- do-it-yourself, 397-398
- on farms, 318
- food preservation, 427
- interior decoration, 467-468
- medicine, 507-511
- nursing, 537, 550
- personal finance, 458-459, 550
- sewing and dressmaking, 602
- The Home Mechanic's Handbook*, 397
- The Home Mechanic's Outdoor Handbook*, 397
- Home Medical Book*, 508
- Home Music Systems: How to Build and Enjoy Them*, 446
- Home Nursing Textbook*, 508, **537**
- The Home Owner's Complete Guide to Remodeling*, **356**, 397
- homonyms, French, 125
- list of, 111
- Honduras, universities, 380-381
- Hongkong, travel data on, 284
- honorary societies, 430
- hoods, academic, 391-392
- Horn Book Magazine*, 158
- horology, 642-643
- The Horse: Judging—Breeding—Feeding—Management—Selling*, 459-460
- Horseman's Encyclopedia*, 460
- horse racing, 459
- figures in, 241
- horses, 459-460
- of cowboys, 386
- polo ponies, 563
- horseshoe pitching, 443
- horse shows, 460
- Horses of the World*, 460
- horticulture. See GARDENING
- Hortus Second*, 433, **557**
- hospitals, 460-461
- administration, 640
- for the aged, 437
- nursing, 537
- obstetrics, 539
- periodicals on, indexes to, 149-150
- psychiatric, 570-571
- specialists affiliated with, 244
- Hospitals, "Administrator's Guide Issue,"* 460
- Hospital Service in the United States*, **460**, 537, 596
- Hot discographie encyclopédique*, 473, **585**
- hotels, 461
- for Jewish clientele, 274
- in national parks, 363
- restaurants, 590-591
- House and Garden's Complete Guide to Interior Decoration*, 468
- House and Garden's New Complete Book of Gardens*, 433-434
- Household Manual*, **459**, 550
- housekeeping. See HOME MANAGEMENT
- Housekeeping Made Easy*, 434, **459**, 535
- House of Commons*, **251**, 409
- House of Lords, members of, 248
- house organs, 496
- lists of, 142
- house plants, 557
- houses, American, guides to, 328-329
- building of, 355-356, 364
- historic, 521
- interior decoration, 467-468
- remodeling of, 356
- for the retired, 591
- How and When*, 322
- How Divide the Word*, 612
- How Shall I Punctuate It?*, 577
- How to Adopt a Child*, **314**, 543
- How to Become a Doctor*, 508, 638, **640**
- How to Be Healthy in Hot Climates*, 508
- How to Build a Record Library*, 585
- How to Buy a Used Car*, 337
- How to Care for Your Cat*, 365

How to Choose That College, 380
How to Coin Winning Names, 384
How-to-Do-It Books: A Selected Guide, 167, 172, 398, 444, 456
How to File and Index, 418, 463
How to Get It from the Government, 185, 187, 188, 439
government employment, 640
Social Security, 609
veterans' affairs, 637
How to Grow Rare Greenhouse Plants, 434
How to Help Your Doctor Help You, 508-509
How to Invest, 471
How to Know American Antiques, 327
How to Know the American Mammals, 497
How to Know the Minerals and Rocks, 516, 592
How to Know the Mosses, 518
How to Know the Wild Flowers, 423
How to Learn a Foreign Language, 479
How to Lie with Statistics, 6
How to Locate Educational Information and Data, 408
How to Read a Financial Report, 359
How to Run a Club, 540-541, 549
How to Secure a Copyright, 385
How to Use United Nations Documents, 198, 636
How to Win Prize Contests, 384
Hoyer-Kreuter Technological Dictionary, 122, 412, 598, 621
Hoyle's Complete and Authoritative Book of Games, 432
Hoyt's New Cyclopedia of Practical Quotations, 580
"Hugo Pocket Dictionaries," English-French, 125
German-English, 127
Italian-English, 129
Russian-English, 132
Spanish-English, 133
The Human Body and Its Functions, 323
humanities, bibliographical citation in, 43
German-American culture, 413
in Latin America, 282
periodicals on, indexes to, 147
terms defined, 331-332, 553
in U.S.S.R., 309
human relations, agencies for, 542
human rights, 375
humor, light verse, 561
for public speaking, 573-574
Hungarian-English, *English-Hungarian Dictionary*, 128
Hunter's Encyclopedia, 462

The Hunter's Handbook, 462
hunting, 462
animal tracks, 324
dogs for, 396-397
ducks and geese, 404
game birds, 348
guns for, 442-443
pheasants, 552
Hutchinson's Twentieth Century Encyclopaedia, 77
Hvem er hvem?, 226
hydraulics, 375, 505
hygiene, 343, 573
and sports, 613
hymnology, 462
hyphenation, 612
ice hockey, 457
Iceland, geographic data on, 303
legends of, 527
Icelandic-English and English-Icelandic Dictionary, 128
Icelandic literature, 128
ichthyology, 419-420
Idaho, 291
Idea: International Design Annual, 393
Ideas, 553
identification, of aircraft, 320
of animals, 324, 497
of marine life, 500
of mushrooms, 522
of rocks and minerals, 516, 592
of ships, 534, 605
ideograms, 606
idioms, British, 113
dictionaries of, 113-114
Spanish, 133-134
IES Lighting Handbook: The Standard Guide, 486
Illinois, 291
Illinois Blue Book, 292
illiteracy, 406
illuminators, biographical data on, 229
Illustrated Encyclopedia of American Birds, 349
The Illustrated Encyclopedia of Sex, 602
Illustrated Flora of the Pacific States, 557
Illustrated Guide to Trees and Shrubs, 633
Illustrated Polyglottic Dictionary of Plant Names, 557
The Illustrated Reference on Cacti and Other Succulents, 363
Illustrated Technical Dictionary, 412, 441, 499, 621, 626
illustrations, credit lines for, 25
from English literature, 232
in general encyclopedias, 57
geographic, 309-310

illustrations, indexes to, 201
in periodicals, 147
portraits. See PORTRAITS
in reference books, 199-201
sources of, 199-203
transparencies, 61
illustrators, 373
bibliographies of, 229
biographical data on, 228-230
of books, 228-229
Illustrators, 229
Illustrators of Children's Books, 1744-1945, 229, 373
immigration, 531
to Canada, 298
to U.S., 287
Imperial Dictionary of Universal Biography, 216
importing and exporting, 626-628
The Improved Rhyming Dictionary, 116
Income, Estate and Gift Tax Provisions: Internal Revenue Code of '54, 618-619
income taxes, 618-619
Index Bibliographicus, 139, 167, 598, 609, 621
Index-catalogue of the Library of the Surgeon General's Office, 509
Index-digest and Annotations to the Uniform Code of Military Justice, 481, 515
indexes, to periodicals, 143-153
guide to, 141
of reference works, 10-11, 21-22
special uses in libraries, 33-34
Indexes and Indexing, 463
Index Fossils of North America, 429
indexing, 171, 463
of libraries, 484-486
of reference works, 21-22, 39
Indexing: With Emphasis on Its Technique, 463
Indexing Your Book, 463
Index Medicus, 153, 509
The Index of American Design, 393
Index of Japanese Painters, 249, 548
An Index of Names in Pearl, Purity, Patience, and Gawain, 560
Index of Patents Issued from the United States Patent Office, 549
Index of Plays, 1800-1926, 167-168, 399
Index of Trade-marks Issued from the United States Patent Office, 628

- Index to American Genealogies*, 219, 436, 455
- Index to Children's Plays*, 373, 399
- Index to Children's Poetry*, 373, 559-560
- Index to Dental Literature in the English Language*, 150-151, 392
- Index to Fairy Tales*, 416, 424, 527
- Index to Folk Dances and Singing Games*, 390
- Index to Full Length Plays, 1895 to 1925*, 399
- Index to Full Length Plays, 1926-44*, 399
- Index to Graphic Arts Periodical Literature*, 151, 441, 566
- Index to Handicrafts, Model-making, and Workshop Projects*, 151, 398, 444, 456
- Index to Illustrations*, 201
- Index to Labor Articles*, 151, 477
- Index to Legal Periodicals*, 151, 481
- Index to Little Magazines*, 151, 496
- Index to One-act Plays, 1900-1924*, 399
- Index to Plays in Collections*, 399
- Index to Profile Sketches in New Yorker Magazine*, 212
- Index to Publications of the U.S. Department of Agriculture, 1901-40*, 318
- Index to Religious Periodical Literature*, 151, 588
- Index to Reproductions of American Paintings*, 547
- Index to Reproductions of European Paintings*, 547
- Index to Selected Film Lists*, 336
- Index to Selected Negro Periodicals*, 151, 535
- Index to Short Stories*, 606
- Index to the Federal Statutes*, 482
- Index to the Literature of American Economic Entomology*, 318, 466
- Index to Vocations*, 640
- India, art of, 332
- atlas of, 271
- biographical data on, 223
- geographic data on, 303
- Hinduism, 447
- history of, 303
- languages of, Bengali, 123
- Hindi, 128
- Mailu, 130
- Pali, 130
- Tamil, 134
- Urdu, 135
- literature of, 494
- India, periodicals, 140
- India*, 303
- India and Pakistan*, 303
- The India and Pakistan Yearbook and Who's Who*, 223, 303
- Indiana, 292
- Indians, American, 284, 463-465
- Chinook jargon, 124
- folklore of, 424
- mythology of, 526-528
- Indians of the Americas*, 464
- Indians of the Plains*, 464
- Indians of the Southwest*, 464
- Indians of the United States*, 464
- Indian Tribes of North America*, 464
- Indochina, geographic data on, 303
- mythology, 527
- Vietnamese language, 135
- Indochina: A Bibliography of the Land and People*, 303
- Indo-Germanic languages, dictionary of, 128
- Indogermanisches etymologisches Wörterbuch*, 128
- Indonesia, biographical data on, 223
- travel data on, 284
- Indonesian language, dictionary of, 129
- industrial arts. See DESIGN; GRAPHIC ARTS; MANUFACTURING
- Industrial Arts Index*, 151, 180, 188, 412, 441, 555, 598, 621
- Industrial Chemistry*, 370, 499
- Industrial Cities Excursion Guide-book*, 296, 499, 629
- industrial health, 245, 465
- Industrial Marketing*, 180, 502
- Market Data Book Number*, 139, 359, 499, 543
- industrial medicine, 245, 465
- industrial relations. See LABOR AND LABOR UNIONS; PERSONNEL MANAGEMENT
- Industrial Research Laboratories in the United States*, 478
- industry. See BUSINESS AND FINANCE; MANUFACTURING; TRADE AND COMMERCE
- Infant and Child in the Culture of Today*, 372
- International Film Year Book*, 336
- Information for Administrators*, 359, 572
- Information Indexing and Subject Cataloguing*, 463
- Information Please Almanac*, 91, 139, 565, 613
- as biographical source, 215
- crossword puzzle dictionary, 116
- geographic data in, 266
- Information Please Almanac*, new words, glossary of, 111
- prizes and awards, 247, 567
- taxation data in, 618
- vital statistics, 638
- Information Processing Equipment*, 362
- Information Roundup*, 96
- information services, on business, 357, 359
- commercial and organizational, 194-196
- foreign, 196-197
- international organizations, 197-198
- libraries, 193-194
- theatrical, 624
- Information Sources for Small Business*, 195, 359, 511, 601
- Inland Waterway, cruising guide to, 351
- insects, 465-467
- bees, 344
- butterflies and moths, 362
- dragonflies, 398
- and gardening, 433-435
- mosquitoes, 518
- Insects*, 466
- Insects: Their Ways and Means of Living*, 466
- Insignia and Decorations of the U.S. Armed Forces*, 506, 635
- Institutions and Individuals*, 180, 212, 543
- instruments, aircraft, 339
- meteorological, 514
- scientific, 621, 626
- nuclear, 335
- in physics, 555
- insurance, 467
- in British Commonwealth, 280
- in chemical business, 368
- companies, 341, 342
- figures in, 241
- investigations, 471
- medical, 460
- periodical data on, 151
- social security, 609-610
- in Sweden, 361
- Insurance Almanac*, 241
- Intelligent Layman's Medical Dictionary*, 509
- Intelligible Heraldry*, 445
- interest, 467
- interior decoration, 467-468
- furniture, 431-432
- glassware, 437
- paints, 548
- periodical data on, 149
- textiles, 623
- wrought iron, 648
- interior design, 329
- Interlingua: A Grammar of the International Language*, 129

- Interlingua-English*, 129
 internal medicine, 403
 internal revenue, 618-619
International Bibliography of Economics, 405
International Bibliography of Historical Sciences, 449
International Bibliography of Political Science, 563
An International Bibliography on Atomic Energy, 335
International Book of Names, 529
International Business Dictionary, 122, 359
International Catalogue of Recorded Folk Music, 426, 585
International Catalogue of Scientific Literature, 152, 168, 598
International Code of Botanical Nomenclature, 353
The International Cyclopaedia of Music and Musicians, 246, 524
International Dictionary of Physics and Electronics, 411, 555
International Directory of Adult Education, 314-315, 543
International Directory of Anthropologists, 228
International Directory of Nationwide Organizations Concerned with Family, Youth and Child-welfare, 543, 610
International Directory of Photographic Archives of Works of Art, 203, 547
International Directory of Schools of Social Work, 596-597, 610
The International Encyclopaedic Who Is Who in Music, 142, 246, 499, 524, 624
 organizations, 543
 purchasing data, 577
 recordings, 585
 songs, 611
The International Horseman's Dictionary, 460
International Index to Periodicals, 147, 331, 609, 624
 International Institute of Agriculture, 317-318
The International Labor Code, 1951, 477
The International Labor Directory and Handbook, 477, 481, 484, 543
 biographical data in, 243, 251
 newspapers and periodicals, 142, 536
 international languages, Basic English, 108, 479
 Interlingua, 129
 international law, 480-481
International Maritime Dictionary, 467, 481, 501, 533
International Motion Picture Almanac, 245, 519
International Municipal Directory and Buyer's Guide, 271, 520
International Non-governmental Organizations, 468-469
International Organization, 469
 international organizations, 272, 468-469
 for adult education, 314-315
 information services, 197-198
 Latin American, 282
 in trade and commerce, 440, 543
 see also UNITED NATIONS
International Organizations in Which the United States Participates, 469
International Photography Yearbook, 554
International Poster Annual, 565
International Radio Tube Encyclopedia, 581
 international relations, 469-470
 African, 276
 current, 388-389
 dates for, 390-391
 directories in, 180
 documents of, 394-395
 government, world, 439-440
 history of, 447-456
 labor movement, 477
 legislative acts on, 482-483
 organizations, 545
 periodicals on, 142
 sources of information on, 180
 trade and commerce, 626-628
 treaties, 632
International Relations, 470
International Rules of Botanical Nomenclature, 353
 international study, 380-381
International Tables for X-ray Crystallography, 387
International Television Almanac, 256, 355, 622
The International Who's Who, 216, 251, 254
International Year Book, 88
International Yearbook and Statesmen's Who's Who, 239, 248, 251, 394
International Yearbook of Agricultural Statistics, 318
International Yearbook of Education, 408
The Interpretation of Financial Statements, 359
Interpreter's Bible, 346
Introducing the Insect, 466
Introduction to Africa, 276
Introduction to Asia, 279
An Introduction to Climate, 514
Introduction to Color TV, 622
An Introduction to Entomology, 466
Introduction to Opera, 540, 585
Introduction to Reference Books, 172
An Introduction to Scandinavian Literature, 232, 495
An Introduction to Scientific Research, 599
Introduction to the Hawaiian Language, 128
Introduction to the History of Science, 599
An Introduction to the Literature of Vertebrate Zoology, 649
 inventions, 471
 firsts, 419
 patents, 549-550
 invertebrates, 324
 investigation, 471
 firms for, 481
The Investigator's Handbook, 471
 investments, 471-472
 abbreviations used in, 118
 banks and banking, 341-342
 commodities, 381
 corporation data for, 358
 financial reports, 359
 foundations, 429
 insurance, 467
 interest, 467
 investment trusts, 342
 manufacturers, data on, 499-500
 personal, 550
 in public utilities, 574
 in Sweden, 361
Investors' Road Map, 472
Invitation to Wines, 645
 Iowa, 292
 Iran, biographical data on, 223
 geographic data on, 303
 Persian language, 131
Iran (Frye), 303
Iran (Haas), 303
Iran: A Selected and Annotated Bibliography, 303
 Iraq, biographical data on, 223
 Ireland, biographical data on, 226
 folklore of, 425
 geographic data on, 303-304
 landed gentry of, 248
 land laws of, 342
 museums in, 521
 periodicals in, 140
 iron, 472
 wrought, 648
 irrigation, 318-319
 Islam, 517-518
 biographical data on, 245
Isländisches etymologisches Wörterbuch, 128, 527
 isotopes, table of, 335

- Israel, biographical data on, 223
encyclopedia of, 82
geographic data on, 304
Hebrew language, 128
travel in, 274
Israel Yearbook, 304
Italian-American History, 242, 525, 594
Italian-Americans, biographical data on, 242
musicians, 246, 525
Italian-American Who's Who, 242
An Italian and English Dictionary, 129
Italian Dictionary, 129
Italian-English, English-Italian Dictionary, 129
Italian language, dictionaries, 129
of music, 523
polyglot, 121-122
of medical terms, 122
encyclopedia, 82
food terms, 384
grammar of, 441
ordnance terms, 515
Italian literature, 494
poetry, 561
The Italian Vest Pocket Dictionary, 129
Italy, ancient geography of, 278
art works in, 333, 547-548
biographical data on, 226
encyclopedia of, 82
geographic data on, 272, 304
museums in, 332, 522
restaurants in, 591
Italy (Baedeker), 304
Italy (Fodor), 304
Italy (Martin), 304
Italy (Ogrizek), 304
Jainism, sacred literature of, 589
Jamaica, biographical data on, 222
geographic data on, 304
Jane's All the World's Aircraft, 320
Jane's Fighting Ships, 534
Japan, art of, 548, 567
artists of, 249
biographical data on, 223
business directory of, 223
communism in, 382
crests, 607
foreign firms in, 361
geographic data on, 272, 304-305
history of, 452
mammals of, 497
mythology of, 526-528
publishers in, 576
travel data on, 284
Japan (Ogrizek), 304
Japan, Past and Present, 304
Japan: The Official Guide, 304
Japanese Communism, 382, 452
Japanese-English-German Medical Dictionary, 129
Japanese language, dictionaries of, 129
Japanese Literature, 494
Japan in World History, 452
Japan Statistical Yearbook, 304
Japan Who's Who and Business Directory, 223, 304
Japan Year Book, 304-305
jazz, 472-473
organizations, 542
personalities in, 242
recordings, 584-586
Jehovah's Witnesses Yearbook, 473
Jesus Christ, 345
The Jet Aircraft of the World, 320
jet propulsion, in airplanes, 320
rockets and guided missiles, 592
jewelry, 473
antiques, 326
The Jewelry Repair Manual, 473
jewels, 473
mineralogy, 515-516
The Jewish Book Annual, 162, 474
The Jewish Chronicle Travel Guide, 274, 304, 363, 461, 474, 543, 591, 630-631
Jewish Education Register and Directory, 363, 408, 474, 484, 521, 543
Jewish Encyclopedia, 242, 452, 474, 494, 588
Jewish literature, 494
Jewish Notables in America, 1776-1865, 242
A Jewish Tourist's Guide to the United States, 242, 287, 452, 455, 474, 631
Jewish Year Book, 242, 474, 543
Jews, bibliography on, 162
biographical data on, 242-243
camps for, 363
educational activities, 408
folklore of, 425
history of, 452
libraries, 484
organizations of, 274, 287, 408, 543
travel guide for, 274
see also JUDAISM
Jews in the World of Science, 242
J. K. Lasser's Your Business Taxes, 619
J. K. Lasser's Your Income Tax, 619
Job Guide for Young Workers, 640
Jobs after Retirement, 359, 457, 591, 640
jokes, 573-574
Jordan, biographical data on, 223
Jordanoff's Illustrated Aviation Dictionary, 339
journalism, 474
freedom of the press, 366
magazines, 496
newspapers, 535-536
organizations, 542
periodicals on, indexes to, 152
schools of, 596
writing, 647-648
Journalism Quarterly, 152
journalists, 247
Journal of the American Medical Association, index, 145
Judaism, 474-475, 587-589
Bible data on, 344, 347
bibliography of, 162
history of, 452
in U.S., 287
holidays of, 457
literature of, 494, 589
philosophy of, 554
quotations, 580
see also JEWS
Judo Katas, 475
jujitsu, 475
Junior Book of Authors, 229, 232
Junior College Directory, 475
junior colleges, 379, 475
book collections for, 165
films and filmstrips for, 203
libraries, 483
Roman Catholic, 593
Junior Colleges and Specialized Schools and Colleges, 475, 597
Junior Libraries, 158, 373
juvenile literature. See CHILDREN'S LITERATURE
Kansas, 292
Keesing's Contemporary Archives, 91-92, 388, 449
as biographical source, 215
geographic data in, 266
historical data in, 395, 409, 470, 632
Kelly's Directory of Merchants, Manufacturers and Shippers, 499, 627
Kelly's Handbook to the Titled, Landed, and Official Classes, 248, 251
Kemp's Handbook of Rocks, 592
Kenkyusha's New English-Japanese Dictionary on Bilingual Principles, 129
Kenkyusha's New Japanese-English Dictionary, 129
Kentucky, 292
Key to Europe: A Pocket Guide, 428, 631

INDEX

- Key to League of Nations Documents Placed on Public Sale, 1920-29*, 482
- Key West*, 296
- Key Words of the Bible*, 346
- Kidder-Parker Architects' and Builders' Handbook*, **329**, 356, 375
- kings, biographical data on, 247-248, 254
see also RULERS
- kinkajous, 581
- Kirkus, Virginia, Bookshop Service, *Bulletin*, 158
- Kleines literarisches Lexikon*, **232**, 488
- Knight's Modern Seamanship*, 351, 501, 514, **533**
- knitting, 476
- knives, 389
- Know-how Books*, **168**, 398
- Knowing Your Trees*, 633
- Know Your Social Security*, 609-610
- Know Your USA*, 287
- Kodak Color Handbook*, 554
- Kodak Graphic Arts Handbook*, 441, **555**
- Kodak Industrial Handbook*, 499, **555**
- Kodak Professional Handbook*, 555
- Kodak Reference Handbook*, 555
- Koran, 517-518
- Korea, geographic data on, 305
history of, 452
- Korea: An Annotated Bibliography in Western Languages*, 305
- Korea: An Annotated Bibliography of Publications in Far Eastern Languages*, 305
- Korean language, dictionaries, 129
- Korean Studies Guide*, 305
- Korean War, Army units in, histories of, 329-330
- Kraks blaa Bog*, 224
- labor and labor unions, 476-477
biographical data on, 243
economics of, 405
libraries, 243, 484
newspapers, 142
organizations, 543
periodicals, 142, 536
abstracts of, 152
indexes to, 151, 152
personnel management, 550-551
in Sweden, 361
- laboratories, 478
apparatus, chemical, 368, 370
physics, 555
- Labor Dictionary*, 477
- Labor-Personnel Index*, **152**, 477, 550
- Labrador, geographic data on, 272
- lace, 476, 478
- Lace and Lace Making*, 478
- lacrosse, 478
- Laird & Lee's Vest-pocket Standard Dictionary, English-Spanish, Spanish-English*, 133
- Land Birds East of the Rockies*, 349
- landed gentry, histories of, 248
- "Lands and Peoples Series," 275
- Landscape Flower Arrangements*, 422
- landscape gardening, 433-435, 558
floral aspects of, 422
periodical data on, 149
- Langenscheidt's German-English and English-German Dictionary*, 127
- Langford's Technical and Commercial Dictionary*, **360**, 621, 627
- language, 478-479
alphabet, 121, 322
artificial, 112
Interlingua, 129
dictionary coverage of, 97-102
origins of, 111-112
structure of, 121
see also DICTIONARIES; ETYMOLOGIES; GRAMMAR; ENGLISH LANGUAGE; names of other languages
- The Language of Communism*, 382
- The Language of Dynamic Psychology as Related to Motivation Research*, 572
- The Language of Fashion*, 401
- Language of Social Research*, 609
- The Language of World War II*, **114**, 647
- Larousse encyclopedias, 81, 330
annual supplement, 88
- Larousse mensuel illustré*, 88
- Larousse's French-English, English-French Dictionary*, 125-126
- Lasser's Accountants' Handbook*, **313**, 362
- Lasser's Standard Handbook of Business Tax Techniques*, 619
- last words, 479
- Latin America, art directory of, 330
biographical data on, 78, 83, 222
constitutions of, 383
dances of, 390
economic survey of, 405
folk music of, 425-426
geographic data on, 277-278, 282-283
history of, 277, 452
- Latin America, Indians of, 463-464
medical figures in, 244
museums in, 521
music of, 526
mythology of, 527
organizations in, 544
scientific institutions in, 255
scientists in, 255
universities in, 380-381
- Latin America in Maps*, 282
- Latin American Leaders*, 222
- Latin-American literature, 494, 495
authors of, 232
- Latin American Politics and Government*, 452
- Latin Dances*, 390
- Latin-English, English-Latin Handy Dictionary*, 130
- Latin language, abbreviations, 118
dictionaries, 129-130
of medical terms, 122
- Latin literature, 494
poetry, 561
- law, 480-481
abbreviations used in, 118
of adoption, 314
of automobile driving, 337
of aviation, 339
of banking, 341-342
of broadcasting, 355
of censorship, 366
of citizenship, 531
civil rights in, 375
commercial, terms of, 358
of communications industry, 386
of copyright, 385-386
criminal, 387
customs regulations, 389
dictionaries of, 480, 481
Spanish-English, 133
ecclesiastical, 404, 480, 593
educational, 408
on elections, 409
on fishing, 421
legal forms, 601
legislation, 482-483
libraries, 484
maritime, 533
of merchandising, 595
of motion pictures, 519
parliamentary, 549
of patents, 549-550
periodicals on, indexes to, 151
of publishing, 575-576
Supreme Court, 617
of taxation, 618-619
of theater, 624
of tourism and travel, 631, 632
of trademarks, 629
- Law Dictionary*, 481
- Law in Its Application to Business*, 360, 481

- Law Libraries in the United States and Canada*, 243, 481, 484
- lawns, 433–435
- lawn tennis, 623
- Law of Adoption*, 314
- The Law of Literary Property*, 385, 575–576
- Law of Medicine*, 509
- Law of Selling*, 595
- Laws of England*, 481
- lawyers, biographical data on, 243
- Layman's Guide to Protestant Theology*, 569, 625
- Leaders in Education*, 239
- Leading American Men of Science*, 255
- Leading Employers Directory*, 235, 360, 640
- League of Nations, 482
- constitution of, 563
- publications, 189, 197–198
- Statistical Year-book*, 272
- treaties, 632
- Leahy's Hotel-Motel Guide*, 277, 461, 631
- learned societies, 409, 544–545, 599
- British, 248
- publications of, 142–143
- leaves, 633
- Lebanon, biographical data on, 223
- Legal Aid Directory*, 481, 543
- "The Legal Almanac Series," 481
- adoption booklets, 314
- on aviation law, 339
- commercial law booklets, 360
- Debtor and Creditor*, 387
- Driver's Manual*, 337
- Educational Law*, 408
- How to Secure a Copyright*, 385
- on immigration, 531
- Law of Medicine*, 509
- Law of Selling*, 595
- on naturalization, 531
- on patent law, 549
- Sex and the Statutory Law*, 602
- State Social Security Laws*, 610
- tourist law, 631
- legends. See FOLKLORE; MYTHOLOGY
- legislation, 482–483
- state, 285, 438
- see also LAW
- Legislative Directory and State Manual* (Vermont), 295
- Legislative Manual* (New York), 293
- Lempriere's Classical Dictionary*, 236, 278, 450
- Lepidoptera, 362
- "letter-by-letter" alphabetization, 17
- letter writing, 386
- lexicography, 98–99
- see also DICTIONARIES
- Lexicon in Veteris Testamenti Libros*, 346
- Das Lexikon der Frau*, 257, 372, 414, 509, 538, 645
- liberal arts, polyglot dictionary of, 122
- scholars in, 239
- terms defined, 553
- Liberal Arts Dictionary*, 122, 331–332, 488, 553
- librarians, biographical data on, 243
- certification of, 485
- schools of library science, 596
- libraries, 483–486
- bibliographic aids for, 164–170
- bibliography of, 153
- book collections in, 146, 164
- book lists for, 160–163
- book selection for, 158–159, 164–169
- British, 195
- periodical holdings in, 139, 141, 143, 148
- Canadian, 146
- periodical holdings in, 140, 141
- catalogues of, 32–34, 156
- cataloguing of, 32–34, 484–486
- of chambers of commerce, 367
- classification systems, 29–32, 160–161
- college, 193
- book lists for, 165, 168
- periodicals for, 139–141, 171
- reference books for, 171
- commercial, 193
- dental, 392
- depository, 188, 439
- directories of, 164, 194, 408
- film collections in, 203
- 16mm film libraries, 519
- governmental, 193
- government publications in, 187–188
- graphic information in, 199–200
- high school, 164, 169, 212
- indexes used in, 33–34
- institutional, 193
- Jewish, 408
- labor, 243, 484
- medical, 507, 509–511
- microfilm holdings, 169–170
- music collections, 523
- National Union Catalog of, 186
- organization of, 28
- of organizations, 193
- periodical holdings in, 140, 141, 143
- periodicals on, 142
- indexes to, 152
- picture files, 201
- libraries, private, 193
- of recordings, 585
- rental, 235
- Roman Catholic, 594
- school, book lists for, 164–167, 169
- special, 193–194
- special collections in, 193, 483
- on Negroes, 535
- Russian works, 453
- scientific, 600
- special services of, 27–28
- state, 438
- union lists of periodicals, 140–141, 143
- use of, 27–34, 408, 437
- Libraries for Research and Industry Planning and Equipment*, 485
- Libraries, Museums and Art Galleries*, 485, 521
- Library Journal*, 158, 188, 233
- index, 145
- Junior Libraries*, 373
- LJ Recommended Children's Books*, 159, 374
- Library Literature*, 152, 485
- Library of Congress, 185–186, 483
- bibliographical procedures in, 43, 165
- biographical data in, 212
- cards, 186
- Catalog of Books Represented by Library of Congress Printed Cards*, 166
- Census Library Project, 277, 286, 639
- classification system, 32, 161
- dissertations listed in, 394
- films and filmstrips in, 203
- folk song archives in, 425
- genealogies in, 218
- Library of Congress Catalog*, 168
- Monthly Checklist of State Publications*, 191
- photocopying services, 185
- portraits in, 258
- prints and photographs in, 202
- Reference Department, 303, 305
- subject headings, 485–486
- library science, schools of, 596
- Libya, biographical data on, 223
- geographic data on, 272
- licensing, 486
- architectural registration boards, 328
- dental examining boards, 238
- educational, 408
- of medical specialists, 508
- Liechtenstein, biographical data on, 227
- Life*, index to, 145, 201
- pictures in, 309

- Life Histories of North American Wild Fowl*, 349
- Life in America*, 455
- Life's Picture History of World War II*, 647
- lighting, 486
- electrical wiring, 409-410
- installation of, 356
- The Lincoln Library of Essential Information*, 77
- bibliographies in, 157
- as biographical source, 214
- geographic data in, 266
- glossaries in, 97
- Liners and Their Recognition*, 605
- linguistics, 478-479
- etymological dictionaries, 111-112
- terms in, 325
- "Lippincott's Biographical Dictionary," 217
- Lippincott's Handbook of Dental Practice*, 392
- Lippincott's New Gazetteer*, 267
- Lippincott's Quick Reference Book for Medicine and Surgery*, 509, 617
- Lippincott's Quick Reference Book for Nurses*, 402, 509, 537, 539
- List and Catalogue of the Publications Issued by the Survey, 1816-1902*, 264
- List by Titles of Publications of the U.S. Department of Agriculture from 1840 to June 1901*, 318
- List of American Doctoral Dissertations Printed in 1912-38*, 394
- A List of Books about Music in the English Language*, 524
- A List of Books for College Libraries*, 168, 485
- List of Books on Furniture with Descriptive Notes*, 431
- List of Chambers of Commerce of the United States*, 192, 367
- List of Officers of the Army of the United States from 1779 to 1900*, 245
- List of Officers of the Navy of the United States and of the Marine Corps, from 1775 to 1900*, 245
- List of Post Offices in Canada*, 565
- List of Publications*, U. S. Bureau of Mines, 517
- List of Publications of the Bureau of American Ethnology*, 414, 464-465
- A List of Published Translations from Chinese into English, French and German*, 300, 490
- List of the Available Publications of the USDA*, 318
- List of Treaties Submitted to the Senate, 1789-1934*, 632
- Lists of Names*, 275
- literacy, 406
- literary agents, 576
- Literary and Historical Atlas*, 267-268
- Literary History of the United States*, 489
- The Literary Market Place*, 139, 496, 536, 568, 576, 648
- advertising agencies in, 315
- art services in, 332
- book review media in, 158
- companion volume to, 253
- organizations in, 543
- printers in, 566
- Literary Prizes and Their Winners*, 568
- literature, 486-495
- abbreviations for, 118
- anonymous, 166
- atlas of, 267-268
- best sellers, 344
- bibliographic aids and sources for, 164-170
- for the blind, 350
- children's. See CHILDREN'S LITERATURE
- Christian, 253
- classical, 398-400, 490
- criticism of, 417-418, 495
- indexes to, 149
- national schools of, 487
- in periodicals, 139, 141
- drama. See DRAMA
- epics, 413
- fiction. See FICTION
- general guide to, 94
- lists of, and guides to, 160-163
- literary groups, 542-543
- movements in, 231
- myths used in, 526
- names in, 528-530
- oddities of, 94-95
- in opera, 540
- poetry. See POETRY
- prizes and awards in, 252, 567-568
- pseudonymous, 166
- Roman Catholic, 593
- sacred. See SACRED LITERATURE
- schools of, 231, 487-495
- short stories, 606
- terms defined, 331-332
- titles of works, 78
- word frequency uses, 119
- see also AMERICAN LITERATURE; ENGLISH LITERATURE; names of other languages
- The Literature of American History*, 455
- The Literature of Jazz*, 473
- Literature of the United States*, 233, 490
- lithography, posters, 565
- prints, 567
- Little League baseball, 343
- The Little Magazine: A History and Bibliography*, 496
- Little Magazines, Index to*, 151
- Lives of the Saints*, 255
- Livestock Health Encyclopedia*, 402, 638
- Living Authors*, 233
- Living Biographies of Famous Women*, 257
- Living Church Annual*, 569
- Living Mammals of the World*, 497
- Living Musicians*, 246
- The Living Past of America*, 329, 521
- Le livre bleu*, 224
- lizards, 590
- loans, educational, 595-596
- local government, 520-521
- publications, 190-192
- see also MUNICIPAL GOVERNMENT
- Locomotive Cyclopedia of American Practice*, 582
- locomotives, 582-583
- Lodging for a Night*, 461
- London, art auctions in, 330
- directories of, 180
- general data on, 301-302
- maps of, 274
- periodicals, 141
- street names, 530
- theaters in, 604, 624-625
- London and Its Environs*, 302
- The London Directories, 1677-1855*, 180
- The London Furniture Makers*, 241, 431
- London Times*, 145
- Literary Supplement*, 159
- The Look of the Old West*, 322, 455
- The Loom of Language*, 111-112, 479
- The Lore of Birthdays*, 350, 617
- Los Angeles*, 296
- The Lost Language of Symbolism*, 424, 527, 528, 606
- Louisiana*, 292
- Louisiana Almanac and Fact Book*, 292
- Lovable Mongrel*, 396
- Lovejoy's College Guide*, 380
- Lovejoy's Vocational School Guide*, 597, 641
- Low Cost Trips for the Whole Family in the Eastern U.S. and Canada*, 631

- Lower California, camping in, 364
- Lumber: Manufacture, Conditioning, etc.*, 646
- lumbering, 646
- Lutheran church, 252, 496
- Lutheran Cyclopedia*, 252, **496**, 543
- Lusatian literature, 495
- Luxembourg, geographic data on, 298, 305
- Maccabee clubs, 274
- McCall's Complete Book of Bazaars*, 343
- McCall's Complete Book of Dress-making*, 602
- Machinery's Handbook for Machine Shops and Drafting Room*, **505**, 512
- machines, drawings of, 621
- Machines for the Farm, Ranch, and Plantation*, 416
- machine shops, terminology, 505
- machine tools, 505
- catalogues of, 500
- The Machinist Dictionary*, 505
- "McKay Guide Series," 274
- McKay's Guide to Africa*, 276
- McKay's Guide to Bermuda, the Bahamas, and the Caribbean*, 280
- McKay's Guide to the Far East and Middle East*, 279
- McKay's Modern Danish-English and English-Danish Dictionary*, 124
- McKay's Modern Dutch-English and English-Dutch Dictionary*, 124
- McKay's Modern German-English and English-German Dictionary*, 127
- McKay's Modern Italian-English and English-Italian Dictionary*, 129
- McKay's Modern Norwegian-English and English-Norwegian Dictionary*, 130
- McKay's Modern Portuguese-English and English-Portuguese Dictionary*, 131
- McKay's Modern Spanish-English, English-Spanish Dictionary*, 133
- McKay's "New Pronouncing Dictionaries," Danish-English, 124
- McKim's Directory of Canadian Publications*, 142
- McKittrick's Directory of Advertisers*, **315**, 499
- The Macmillan Handbook of Chess*, 371
- The Macmillan Medical Cyclopedia*, 509
- Macmillan World Gazetteer and Geographical Dictionary*, 267
- Madeira, 283
- magazines, 489, 496
- advertising rates in, 315-316
- as biographical sources, 211
- book reviews in, 159
- Canadian, 139-142
- general lists of, 139-141
- for high school libraries, 164
- house organs, 496
- illustrations in, 201, 229
- indexes to, 145
- general, 145-148
- including illustrations, 201
- specialized, 148-153
- literary, 231
- little, 496
- index to, 151
- trade, lists of, 139-143
- see also PERIODICALS
- magic, 497
- superstitions, 616-617
- symbols in, 607
- magicians and demonologists, 238
- mailing lists, directories, 174
- Mailu language, dictionary of, 130
- Maine, 292
- Maine Place Names*, **292**, 530
- Makers of the Harpsichord and Clavichord*, **241**, 526
- Makers of the Modern World*, 216
- make-up, 343
- Malay language, dictionaries of, 130
- Mallett's Index of Artists*, 229
- Malta, art works in, 333
- The Mammal Guide*, 497
- mammals, 497-498
- Mammals of Eastern Asia*, 497
- The Mammals of Eastern United States*, 498
- Mammals of North America*, 498
- Mammals of the Pacific World*, 498
- man, history of, 325, 327
- management, labor relations, 476-477
- plant engineering, 506
- personnel, 550-551
- public administration, 572-573
- public relations, 573
- purchasing, 577-578
- sales, 595
- The Management Dictionary*, 477, **551**
- Managing Your Money*, **550**, 619
- Manchuria: An Annotated Bibliography*, 305
- Man from the Farthest Past*, 325
- Man in Structure and Function*, 323
- Manners Made Easy*, 386, **415**
- Manual (Rhode Island)*, 294
- Manual for Courts-martial, United States*, 1951, 515
- Manual for the Study of Insects*, 466
- Manual for the General Court (New Hampshire)*, 293
- A Manual for Writers of Term Papers, Theses, and Dissertations*, 43
- Manual of American English Pronunciation*, 117
- Manual of Canon Law*, 404
- A Manual of Church History*, 374
- A Manual of Copyright Practice*, 385
- Manual of Cultivated Plants*, 557
- Manual of Cultivated Trees and Shrubs*, 633
- Manual of Foreign Languages*, 479
- A Manual of Form for Theses and Term Reports*, 43
- Manual of Government Publications: United States and Foreign*, **189**, 197
- Manual of Mineralogy*, 516
- Manual of Office Reproduction*, 362
- Manual of Pharmacology*, 402
- Manual of Plant Diseases*, 353
- A Manual of Pronunciation*, 117
- A Manual of Style*, **43**, 441, 568, 576, 577, 612
- Manual of the Common Invertebrate Animals Exclusive of Insects*, 324
- A Manual of the Dragonflies of North America*, 398
- A Manual of the Higher Plants of Oregon*, 557
- Manual on the Use of State Publications*, 191
- manufacturers, credit rating of, 387
- Manufacturers' Practical Recipes*, 584
- manufacturing, 498-500
- accounting methods used in, 313
- in Canada, 358
- chemists in, 236
- commodities, 381
- dictionaries of, polyglot, 122
- laboratories, 478
- periodicals on, indexes to, 151
- product classifications, 360
- production data, 406
- purchasing, 577-578
- recipes and formulas, 583-584
- research reports, 160
- statistics, world, 272
- vocations in, 640-641

INDEX

- manufacturing, see also BUSINESS AND FINANCE; TRADE AND COMMERCE; specific industries
- manuscript preparation. See COPY PREPARATION
- manuscripts, catalogues of, 166
 - collecting of, 351
 - illuminators, calligraphists, and copyists, data on, 229
 - sources of, 185
- Maori language, dictionary of, 130
- Maori Place Names and Their Meaning*, 306, 530
- Maoris, customs of, 306
 - folklore of, 424
- maps, in atlases, 267-271
 - catalogues of, 166, 168
 - collecting of, 351
 - in encyclopedias, 57, 200
 - location, 63, 73
 - making of, 500
 - names on, 436
 - navigational, 264
 - of railway systems, 582-583
 - reading, guide to, 269
 - of sailing routes, 564
 - sources of, 185, 310
- Maps and Diagrams*, 500
- marine architecture, 501, 605-606
 - figures in, 244
- marine biology, 347, 500
 - coastal, 607-608
 - fish, 419-420
 - seashore animals, 324
 - shells, 604
- Marine Corps, U.S., 501
 - officers in, 245
 - in sports, 613
 - in World War II, 647
- The Marine Corps Wife*, 414, 458, 501
- marine engineering, 501
- marine insurance, 467
- The Marine Officer's Guide*, 501
- Marine Tropicals*, 634
- maritime industries, figures in, 244
- maritime law, 481, 533
- marketing, 501-502
 - atlas of, 270
 - in Canada, 298-299
 - directories of, 174, 177-181
 - organizations in, 543
 - research on, 501-502
 - see also TRADE AND COMMERCE
- Marketing*, 502, 511
- Marks and Monograms on European and Oriental Pottery and Porcelain*, 564
- marriage, laws of, 481
 - sex problems in, 602-603
- marriages, data on, 221
- Martindale-Hubbell Law Directory*, 243, 341, 481
- Maryland*, 292
- Maryland Manual*, 292
- Maryland Today*, 292
- Masons, 503
 - biographical data on, 244
- Mass, the, 593
- Massachusetts*, 292
- Mastai's Classified Directory of American Art and Antique Dealers*, 327, 322, 431, 521-522
- Master Dictionary of Food and Cookery*, 385, 426
- Masterplots*, 399, 418
- Masters of the Drama*, 233, 399
- Matching the Hatch*, 421, 466
- materials, 503
 - for building, 355-356
 - chemical, 368-370, 628
 - commodities, 381
 - dangerous, 595
 - do-it-yourself activities, 397
 - mechanics of, 375
 - in plastics, 558-559
 - purchasing of, 577-578
 - raw, 532
 - synthetic substances, 618
 - testing of, 512
 - trade names of, 628-629
- Materials Handbook*, 503, 512
- Mathematical Reviews*, 504
- mathematicians, biographical data on, 244
- mathematics, 503-504
 - for aviation, 338
 - of business, 358
 - and electricity, 410
 - interest, 467
 - statistics, 615-616
 - tabular data, 370
 - weights and measures, 644
- Mathematics Dictionary*, 504, 615
- maxims, 569-570, 578-580
 - legal, 480
- Meaning of the Glorious Koran*, 517-518
- measurements, electrical, 410
 - see also WEIGHTS AND MEASURES
- meat, carving of, 365
- mechanical engineering, 505-506
 - aeronautical, 339
 - automotive, 337-338
 - in chemical industry, 368
 - marine, 501
- Mechanical Engineers' Handbook*, 505
- medalists, biographical data on, 244
- medals and decorations, 506
- Medical Dictionary*, 509
- medical libraries, 483-485
- Medical Library Association Handbook of Medical Library Practice*, 485, 509
- Medical Licensure Examinations*, 486, 509
- medicine, 506-511
 - abbreviations used in, 118
 - antibiotics in, 326
 - atomic, 335
 - bibliography of, 168-169
 - biographical data on, 228, 244-245
 - indexes to, 153
 - dermatology, 392-393
 - dictionaries of, 79, 133-134, 506-511
 - German-English, 127
 - Polish-English, 131
 - polyglot, 122, 129
 - Spanish-English, 133-134
 - drugs, 401-404
 - first aid, 418-419
 - gerontology and geriatrics, 437
 - for the handicapped, 444
 - industrial, 465
 - internal, 403
 - law of, 480
 - medical libraries, 483-485
 - medical licensing, 486
 - Nobel prize winners in, 247
 - obstetrics, 539
 - organizations in, 541, 545
 - pediatrics, 550
 - periodicals on, indexes to, 145, 149-151, 153
 - as a profession, 640
 - public health, 573
 - research in, 244
 - schools of, 596
 - secretaries in, 601
 - signs and symbols in, 131
 - veterinary, 637-638
- Medicine in Industry*, 465
- medieval history, 450
- The Mediterranean*, 283
- Mediterranean area, atlas of, 271
 - geographic data on, 283
 - ancient, 278
- Medizinisches Wörterbuch. Medical Dictionary. Dictionnaire médical*, 122
- Melanesians, 325
- memorials, commemorative
 - stamps, 614
 - in libraries, 483
- Men: The Variety and Meaning of Their Sexual Experience*, 602
- Mennonites, 323
- Men of Mathematics*, 244
- Men of Science in America*, 255
- Men's Guide to Europe*, 281, 631
- Mental Disorders: Diagnostic and Statistical Manual*, 570
- mental hospitals, 460-461
- mental illness, 570-571

- The Mentally Ill in America*, 461, 570
- mentally retarded, education of, 443-444
- merchandising, 511
- consumer research, 383-384
 - cooperatives, 385
 - packaging, 546
 - sales and auctions, 595
 - salesmanship, 595
 - special days, weeks, and months, 458
 - see also MARKETING; TRADE AND COMMERCE
- merchant marine, 605-606
- figures in, 244
- Merchant Ships, World Built*, 501, 605
- The Merck Index*, 402
- The Merck Manual of Diagnosis and Therapy*, 402-403, 509, 570
- Merck Veterinary Manual*, 638
- Mesopotamia, ancient civilizations of, 327
- Metal Data*, 512-513
- Metallurgical Abstracts*, 513
- Metallurgical Dictionary*, 513
- metallurgy, 505-506, 512-513
- of iron and steel, 472
- metals, 512-513
- as materials, 503
 - in mechanical engineering, 505
 - mining of, 516-517
- Metals Handbook*, 513
- meteorites, 516
- Meteorological Abstracts and Bibliography*, 514
- The Meteorological Glossary*, 514
- meteorology, 513-514
- astronomical data on, 334
 - atlas data on, 405
- meters, poetical, forms of, 116
- metric system, 644
- Metronome Yearbook*, 242, 473
- Metropolitan Communities: A Bibliography*, 520
- Metropolitan Opera Annals*, 248, 540
- Meulenhoff's International Catalogue of Periodicals*, 140
- Mexican literature, 494
- Mexico, biographical data on, 222
- birds of, 348
 - encyclopedia of, 83
 - fishing in, 421
 - folklore of, 425
 - geographic data on, 280, 305
 - highway atlases of, 286-287
 - hotels in, 461
 - insects of, 398
 - museums in, 332, 521
 - railroads in, 582
 - restaurants in, 591
- Mexico, snakes of, 608
- universities in, 380-381
- Meyers Konversations-Lexikon*, 82
- Michaelis Portuguese Dictionaries: Portuguese and English*, 131
- Michigan*, 292
- Michigan: Official Directory and Legislative Manual*, 292
- microbiology, 339-340
- microfilming, 362
- microfilms, 197
- bibliography of, 169-170
 - of documents, 395
 - of government publications, 188
 - of *New York Times*, 145
 - of state documents, 395
 - of United Nations documents, 198, 636
- Micronesians, 325
- Middle Ages, history of, 450
- Middle East, atlas of, 271
- biographical data on, 223
 - economic survey of, 405-406
 - geographic data on, 283
 - ancient, 278
 - history of, 279, 452
- The Middle East*, 283
- see also subject references under *Europa*
- Middle English Dictionary*, 130
- Middle English language, dictionaries of, 130
- Middle English literature, 491
- bibliography of, 130
 - poetry, 560
- Midwest Farm Handbook*, 318
- Migration of Birds*, 349-350
- mileage charts, 110, 277, 286-287
- for Europe, 281
- Military Academy, U.S., graduates of, 245
- The Military Eitzen*, 126
- military schools, 600
- Roman Catholic, 379
- military science and affairs, 514-515
- atomic weapons, 335
 - biographical data on, 245
 - British, 248
 - dictionaries of, 320, 515
 - German-English, 126
 - Serbo-Croat-English, 132
 - military bases, U.S., 286
 - military justice, 481
 - overseas duty, 272
 - periodical data on, 148
 - rockets and guided missiles, 592
 - veterans' affairs, 637
 - in World War I, 646
 - in World War II, 646-647
 - see also AIR FORCE; ARMY; MARINE CORPS; NAVY
- Mineral Industry*, 517
- Mineralogical Abstracts*, 516
- Mineralogical Dictionary*, 516
- mineralogy, 515-516, 592
- Mineral Resources of the U.S.*, 516
- The Mineral Resources of the World*, 516
- minerals, in chemistry, 368-370
- in metallurgy, 512-513
- Minerals from Earth and Sky*, 516
- Miniature Gardens*, 434
- miniatures, antiques, 326
- miniaturists, biographical data on, 229
- mining, 516-517
- of coal, 377
 - of gems, 473
 - statistics, world, 272
 - of sulfur, 616
- ministers. See CLERGYMEN
- The Ministers Manual*, 588
- Minnesota*, 292
- The Minnesota Arrowhead Country*, 292-293
- miscellany, handbooks of, 94-96
- missionaries, Italian-American, 242
- training of, 379
- missions, 517
- Mississippi*, 293
- Mississippi: Official and Statistical Register*, 293
- Missouri*, 293
- Missouri: Official Manual*, 293
- MLA Style Sheet*, 43-44
- Mode in Costume*, 401
- model making, periodicals on, indexes to, 151
- The Modern American Muse*, 560
- Modern American Painting*, 249-250, 547
- Modern American Poetry: A Critical Anthology*, 560
- Modern Artists in America*, 229, 332
- Modern British Poetry*, 560
- The Modern Building Encyclopedia*, 356
- Modern Chemists and Their Work*, 236
- Modern Clinical Psychiatry*, 570
- Modern Concise Dictionary*, 135
- The Modern Corporation and Private Property*, 360
- Modern Dance Terminology*, 390
- Modern Dictionary: Arabic-English*, 123
- Modern Drug Encyclopedia and Therapeutic Index*, 403
- Modern Electric & Gas Refrigeration*, 319, 586
- Modern Farmers' Cyclopedic of Agriculture*, 318, 557
- Modern Fine Glass*, 437
- Modern Foreign Governments*, 440

INDEX

- Modern French Literature and Language*, 479, **493**
Modern German Literature 1870–1940, 493
Modern Japanese Fiction, 494
 Modern Language Association, style of publications for, 43–44
Modern Metallurgy for Engineers, 513
Modern Packaging Encyclopedia Issue, **546**, 577
Modern Plastics Encyclopedia Issue, **559**, 577, 628
Modern Prints & Drawings, 567
Modern Publicity, 315, **441–442**
Modern Russian Literature, 495
The Modern Textile Dictionary, 623
Modern Vocational Trends Handbook, 641
Modern Welding Practice, 644
The Moffatt Bible Concordance, 346
 Mohammedanism, 245, 517–518
 mollusks, 604
 monastic orders, 592–594
 money, abbreviations used for, 118
 collecting, 377–378
 currency conversion, 281
 foreign, 358
 national units of, 644
 see also BANKS AND BANKING; COINS; FOREIGN EXCHANGE
Money Converter and Tipping Guide, 428
 Mongolia, geographic data on, 305
Monkeys as Pets, 518
 monograms, 564
 Montana, camping in, 364
 geographic data on, 293
Montana, 293
Monthly Bulletin of Statistics, 615
Monthly Checklist of State Publications, 191
Monthly Supplement, Catalog of U.S. Census Publications, 286
 monuments, national, 530–531
Moody's Banks & Finance, **341–342**, 467, 472, 583
Moody's Bond Survey, 472
Moody's Governments, 287, 472, **563**, 619
Moody's Industrials, 472, **499–500**
Moody's Public Utilities, 472, **574**
Moody's Stock Survey, 472
Moody's Transportation, 362, 472, 551, **629–630**
 morals, 587–588
More Common Wild Flowers, 423
More First Facts, **419**, 471
Morgan Beatty's Your Nation's Capital, 296
 Morocco, geographic data on, 272
 mortgage and finance companies, 342
 mortgages, real estate, 583
 mosaic rhymes, 116
 Moslems, 517–518
 biographical data on, 245
Mosquitoes of North America, 518
 mosses, 518
 motels, 461
 moths, 362
Motif-index of Folk-literature, 424
Motion Picture and Television Almanac, 519
 motion pictures, 518–520
 bibliography of, 168
 from books and plays, 398
 dictionary of, polyglot, 122
 documentary, 336, 518
 educational, 335–336
 figures in, 245
 on graphic arts, 576
 for groups, 568
 indexes to, 147, 150
 legal aspects of, 386
 in Library of Congress, 185
 indexing of, 463
 newsreels, 536
 openings of, 91
 “Oscar” winners, 87, 518–519
 projection equipment, 336
 reviews of, 141, 145, 518
 sources of, 203
 theme songs, 524
Motion Pictures, 1912–1939, 519
 motivation research, 572
 motorboats, 351
Motorist's Handbook, 337
Motor's Auto Repair Manual, 337
Motor Service's New Automotive Encyclopedia, 337–338
Motor's Truck and Tractor Repair Manual, 338
 mottoes, 520
 state, 287–288
 mountain climbing, 520
 mountains, volcanoes, 642
 Mozambique, geographic data on, 308
Muir's Atlas of Ancient and Classical History, 278
Muir's Historical Atlas, Medieval and Modern, 268
Munich and Its Environs, 301
 municipal government, 191–192, 296, 520–521
 civil service, 376
 finances, 192, 296, 472
 officials of, 251
 publications of, 190–192
 municipalities, airports of, 321
 bond issues, 472
 city planning, 375
 of Great Britain, 302
 public utilities, 574
 municipalities, school systems, 407–408
 South African, 308
 U.S., 296–297
 see also CITIES
Municipal Year Book, **191**, 251, 296, 376, 520, 574
Municipal Yearbook and Public Utilities Directory, **302**, 520–521, 574
Muret-Sanders Encyclopedic Dictionary, 127
 museums, 485, 521–522
 art purchases, 332
 clock and watch collections, 643
 directories of, 330, 332
 general data on, 93
 guides to, 286
 historical, early American, 328–329
 Jewish, 408
 publications of, 142
 of toys, 626
 world data on, 406, 409
Mushroom Handbook, 522
 music, 522–526
 abbreviations used in, 118
 of ballet, 340–341
 bands, 341
 bibliography of, 168
 chamber music, 366
 composers of. See COMPOSERS
 for dance, 389–390
 dictionaries of, 523
 polyglot, 122
 folk music, 425–426
 high fidelity, 446–447
 hymns, 462
 indexing of, 463
 jazz. See JAZZ
 library collections of, 523
 in motion pictures, 518–519
 organizations, 543, 544
 periodicals on, 142
 indexes to, 150, 152
 popular, 563
 recordings, 584–586
 songs, 611
 of World War II, 114
 purchasing data, 577
 recordings, 584–586
 schools of, 597
 songs, 611
 sources of, 185
 symphonies, 617–618
 musical comedies, 540
 musical instruments, 526
 band, 341
 makers of, 241, 524
Music Book, 524
 musicians, biographical data on, 242, 245–247, 248–249
 booking offices for, 524
Musicians' Guide, 246, **524**, 585

- Music in Canada*, 525
Music Index, 152, 246, 524
Music Lover's Encyclopedia, 246, 524
Music Lover's Handbook, 246, 524
Music of Latin America, 526
music publishers, 246
biographical data on, 230
The Mutual Baseball Almanac, 343
mycology, 431
My First World Atlas, 269
mysticism, 553-554
mystical poetry, 561
symbols of, 606-607
mythology, 78, 526-528
Buddhist, 355
classical, 236, 490
dictionary of, 95
Hindu, 447
Icelandic, 128
Sanskrit, 132
Mythology of All Races, 424, 528
- names, 107-110, 528-530
abbreviations of, 118
classical, 490
coined for contests, 384
of colors, 381
in Middle English poetry, 560
of minerals, 515
nicknames. See NICKNAMES
personal, 529
of artists, 229
Biblical, 234, 235
common, 95
foreign, 121
in fiction, 417-418
Greek, 128
Icelandic, 128
Latin, 130
pronunciation of, 117, 229
Scottish, 376
in Shakespeare, 603
place, 436, 529-530
American, 285
ancient, 278, 575
Biblical, 279
of California, 291
Canadian, 299
English, 302
Greek, 128
Hawaiian, 291
Latin, 130
of Maine, 292
Maori, 130
of New Zealand, 306
of Oregon, 294
pronunciations of, 117, 267, 270, 275-276
Scottish, 307
in Shakespeare, 604
names, place, sources of data on, 264
of states, 287-288
of plants, 353, 556-558
sources of, 111
words derived from, 111
Name That Animal, 324
Name This Child, 529
Narodnoe Khozyaistvo SSSR Statisticheskii, 308
National and International Marketing Channels Directory, 180-181, 502, 543
National Archives, photographic records in, 202
portraits in, 258
records in, 185
National Associations of the United States, 360, 544
The National Catholic Almanac, 388, 594
biographical data in, 254
educational data in, 363, 380, 408, 485, 587
motion-picture ratings in, 519
sports data in, 613
National Council of the Churches of Christ in the United States of America, annual reports of, 589-590
National Cyclopaedia of American Biography, 220, 258
National Directory of Facilities for the Aging, 437
National Education Association, 408
National Electrical Code, 410
National Encyclopedia, 88
national forests, 428-429, 530-531
The National Formulary, 403
National Geographic Magazine, 263
index to, 145, 201, 309
National Industrial Register, 360, 500, 577
National Interfraternity Conference, 430
National Library of Medicine Classification, 485, 509
national monuments, 530-531
national parks, 289, 530-531
camping in, 363-364
caves in, 365
conservation in, 383
fishing in, 421
hotels in, 363
maps of, 277, 286-287
National Portrait Gallery of Eminent Americans, 258
National Union Catalog, 186
The Nation's Leading House Magazines, 142, 360, 496, 648
Native American Balladry, 340
Native Trees of Canada, 633
natural gas, 551
refrigeration, 586
Natural History, 324-325
Natural History of Birds, 350
naturalization, 531
natural resources, 532
commodities, 381
conservation of, 383
forests, 428-429
mineral, 513, 516-517
petroleum, 551
production of, 406
Nature Index, 533
The Nature Lover's Recognition Book, 533
nature study, 371, 532-533
animal life, 324-325
astronomy, 334
birds, 348-350
bibliography of, 166, 167
for Boy Scouts, 354
butterflies and moths, 362
ferns, 416-417
flowers, 422-423
geology, 436-437, 515-516, 592
for Girl Scouts, 437
insects, 465-467
mushrooms, 522
photography in, 554
plant life, 556-558
questions on, 94
reptiles and amphibians, 590, 608
shells, 604
trees, 633-634
The Naval Officer's Guide, 414, 506, 534
The Naval Officer's Manual, 414, 534
Naval Terms Dictionary, 534
navigation, 533
aerial, 321, 339, 533
meteorological data, 512-513
astronomical data for, 334
charts for, 264
meteorology, 513-514
ports and harbors, 564
radio guides to, 582
of small craft, 351
Navy, U.S., 534
aircraft of, 320-321
directories of, 187
marine engineering, 501
navigation and seamanship, 533
occupational data, 641
officers in, 187, 245
in sports, 613
terms of, 515
in World War II, 647
The Navy Wife, 414, 458, 534
NBC Handbook of Pronunciation, 117

INDEX

- NEA Handbook for Local, State, and National Associations*, 408, 544
- Near and Middle East Who's Who*, 223
- Near East. See MIDDLE EAST
- Nebraska*, 293
- Nebraska Blue Book*, 293
- necrology. See OBITUARIES
- needlecraft, 535
- antiques, 326-327
 - for bazaars, 343
 - lacemaking, 478
 - quilts, 578
 - sewing and dressmaking, 602
- Slovak, 332
- The Negro-African Languages*, 479
- Negro Catholic Writers, 1900-1944*, 233
- Negroes, 535
- artists, 332
 - authors, 233
 - Catholic, 233
 - biographical data on, 247
 - folklore of, 424
 - languages of, 479
 - musicians, 246
 - newspapers, 536
 - periodicals on, 140, 142
 - indexes to, 151
 - spirituals, 524
- Negro Handbook*, 535
- The Negro in Art*, 332, 535
- Negro Year Book*, 142, 535
- Nelson Loose-leaf Medicine*, 509
- Nelson's Complete Concordance of the Revised Standard Version Bible*, 346
- Nelson's Encyclopaedia*, 61, 77
- Netherlands, biographical data on, 226
- encyclopedia of, 81
 - engraving in, 413
 - geographic data on, 272, 305-306
 - museums in, 332, 522
 - periodicals, 140
- The Netherlands (Landheer)*, 306
- The Netherlands (Ogrizek)*, 306
- Netherlands East Indies. See INDONESIA
- neurology, 570
- Nevada*, 293
- The New American Machinists' Handbook*, 505
- New and Complete Concordance or Verbal Index to Words, Phrases and Passages in the Dramatic Works of Shakespeare*, 580, 603
- New and Nonofficial Remedies*, 403
- The New Borzoi Book of Ballets*, 341
- The New Britton and Brown Illustrated Flora of the Northeastern United States and Adjacent Canada*, 557
- The New Century Cyclopedia of Names*, 78-79, 104, 528
- arts in, 522, 546
 - as biographical source, 214, 244
 - ethnology in, 413, 447, 463, 478
 - geographic data in, 265
 - history in, 447, 617, 642, 646
 - literature in, 486, 526, 559, 603
 - religion and philosophy in, 344, 553, 587
- New Century Dictionary of the English Language*, 105, 215
- The New Century Handbook of English Literature*, 233, 492
- New Ceramic Gallery*, 366
- The New Complete Book of Guns*, 442
- The New Complete Hoyle*, 432
- The New Dictionary of American History*, 251, 455
- New Dictionary of American Politics*, 455, 477, 563, 580
- New Dictionary of Chemistry*, 236, 370
- The New Dictionary of Psychology*, 570, 572
- A New Dictionary of Quotations*, 580
- The New Dictionary of Thoughts*, 580
- The New Educator Encyclopedia*, 59
- New Encyclopedia of Machine Shop Practice*, 506
- New Encyclopedia of Music and Musicians*, 246-247, 524-525, 544
- New England, biographical data on, 220
- folklore of, 425
 - geographic data on, 288-289
- New England Excursion Guidebook*, 289
- A New English Dictionary on Historical Principles*, 105
- Newfoundland, geographic data on, 272
- museums, 521
 - place names, 530
- Newfoundland Who's Who*, 221
- New Furniture*, 431
- The New Garden Encyclopedia*, 434
- New Guide to Better Photography*, 555
- The New Guide to Mexico*, 305
- New Hampshire*, 293
- New Handbook of the Heavens*, 334
- The New High Fidelity Handbook*, 446
- New Hope for the Retarded*, 373, 408, 444
- New Horizons*, 274
- New Hot Discography*, 473, 585
- New International Encyclopaedia*, 69
- The New International Year Book*, 73, 88-89, 163
- as biographical source, 214
 - new words, glossary of, 111
- New Jersey*, 293
- New Larned History*, 217, 275, 449, 646
- New Life English-Korean Dictionary, Korean-English Dictionary*, 129
- Newman's European Travel Guide*, 281, 428
- New Mexico, camping in, 364
- geographic data on, 293
- New Mexico*, 293
- The New Military and Naval Dictionary*, 515
- The New Official Gun Book*, 442, 462
- New Orleans*, 296
- The New Oxford History of Music*, 525
- The New Practical Dictionary for Cross Word Puzzles*, 116
- New Practical Formulary*, 584
- "New Pronouncing Dictionary" series, German-English, 127
- Italian-English, 129
- New Revenue Code of '54 Explained*, 619
- New Rhyming Dictionary and Poets' Handbook*, 116, 560
- New Russian-English and English-Russian Dictionary*, 132
- newscasters, 247, 355
- New Schaff-Herzog Encyclopedia of Religious Knowledge*, 346, 544, 588-589, 625
- biographical data in, 254
 - geographic data in, 275
 - historical data in, 449
- The New Secretary's Desk Book*, 110
- New Serial Titles*, 140
- Newspaper Indexing*, 463, 536
- newspapermen, biographical data on, 247
- The Newspaper Press Directory and Advertisers' Guide*, 140, 536, 576, 648
- newspapers, 489, 535-536
- advertising rates in, 315-316
 - art criticism in, 142
 - as biographical sources, 211

- newspapers, book reviews in, 158
 circulation figures of, 140–141
 collectors of, 141
 directories of, 139–143
 history of, 141
 indexes to, 144–145
 indexing of, 463
 Soviet, digest of, 388
 television columnists, 622
 weekly, 139
- New Standard Encyclopedia*, 69–70
 as biographical source, 213
 geographic data in, 265
- New Standard Ready Reckoner*, 467, 548, 644
- New Survey of Journalism*, 474
- Newsweek*, index to, 145
- New Technical Books*, 162, 412, 621
- The New Washington*, 295
- The New Winston Dictionary for Young People*, 110
- new words, dictionary of, 119
 glossaries of, 111
- The New World Guides to the Latin American Republics*, 282
- New York (state), biographical data on, 221
 geographic data on, 293
- New York*, 293
- New York City, biographical data on, 221
 general data on, 296
 government of, 93
 government officials, list of, 215
 guidebook of, 288
 libraries in, 194, 485
 opera in, 540
 theater in, 623–625
- New York City Guide*, 296
- New York City Guide and Almanac*, 296–297
- New York Daily Tribune Index*, 144, 217
- The New Yorker*, geographic data in, 263
 profiles in, 212
- New York Herald Tribune*, book section, 158
 foreign exchange data, 428
- The New-York Historical Society's Dictionary of Artists in America, 1564–1860*, 229–230
- New York Public Library, *New Technical Books*, 162
New York Public Library Bulletin, 162
 periodical holdings in, 140
- New York Times*, 244–245
 book section, 158
 documents, texts of, 383, 632
- New York Times*, election data, 409
 foreign exchange data, 428
 lists of books published, 162
 sports, 613
 style manual, 536
- New York Times Index*, 144
 as biographical source, 217
 obituaries in, 211
 sports coverage through, 256
- New Zealand, biographical data on, 224
 birds of, 350
 fishes of, 420
 geographic data on, 306
 Maori language, 130
 Maori place names, 530
 periodicals, 140
 travel data on, 284
 trees of, 633
- New Zealand* (Belshaw), 306
- New Zealand* (Burchfield), 306
- New Zealand Birds*, 350
- New Zealand Trees*, 633
- Nicaragua, universities in, 380–381
- nicknames, 528–530, 570
 dictionary of, 113
 U.S., cities and towns, 296
 states, 288
- Nicknames of American Cities, Towns, and Villages*, 296, 530
- The Nigeria Handbook*, 306
- The 1945–1951 Catalogue of Publications*, FAO, 318
- The 19th Century Postage Stamps of the U.S.*, 614
- Nineteenth Century Readers' Guide to Periodicals*, 147
- Nobel prizes, 567–568
 winners of, biographical data on, 247
- Nobel Prizes and Their Founder, Alfred Nobel*, 247, 568
- Nobel Prize Winners*, 247
- Nobel Prize Winners in Chemistry, 1901–1950*, 247
- Nobel Prize Winners in Medicine and Physiology, 1901–1950*, 247
- Nobel Prize Winners in Physics, 1901–1950*, 247
- nobility, address, forms of, 314
 biographical data on, 247–248
 British peerage, 93, 215
- nomenclature, of diseases, 510–511
 of plant life, 556–558
 of minerals, 516
- Norse mythology, 526–528
- North Africa*, 276
- North American Birds of Prey*, 350
- North American Game Fishes*, 420
- North American Indians*, 465
- North American Indians of the Plains*, 465
- North American Soccer Guide*, 608
- North Carolina, authors of, 233
 geographic data on, 293–294
- North Carolina Almanac and State Industrial Guide*, 293
- North Carolina Authors*, 233
- The North Carolina Guide*, 293
- North Carolina Manual*, 293
- North Carolina, the State and Its Government*, 294
- North Dakota*, 294
- Northern Bavaria*, 301
- Northwest, the, ferns of, 416
 flowering plants of, 423
 guides to, 322
 literature of, 490
 wild life of, 324, 325
- Northwest Books*, 490
- Norway, biographical data on, 226
 geographic data on, 306
- Norway*, 306
- Norway, Sweden, and Denmark*, 273, 284, 300, 303, 306, 307
- Norway Yearbook*, 306
- Norwegian language, dictionaries of, 130
- Norwegian literature, 495
- note taking in research, 39
- Nouveau Larousse illustré*, 81
- novelists. See AUTHORS
- novels. See FICTION
- NRA Book of Small Arms*, 443
- Nuclear Instrument Handbook*, 335
- nuclear physics, 335
- Nuclear Radiation Physics*, 335
- numbers, 504
 polyglot dictionary of, 121
 numismatics, 377–378
 see also COINS
- Nuovo dizionario dei comuni e frazioni di comune*, 304
- Numismata Graeca*, 377–378
- nursery rhymes, 537
 quotations from, 580
- The Nursery School and Child Care Center*, 373, 408, 597
- nursing, 537
 of children, 550
 first aid, 418–419
 in hospitals, 460–461
 obstetrical, 539
 psychiatric, 570–571
 schools of, 596
- Nursing History*, 537
- nutrition, 538
 in beauty care, 343
 and canned foods, 427
 in cooking, 384–385

INDEX

- nutrition, food, 426-427
 in nursing, 537
 publications on, 317
 in the tropics, 508
 vitamins, 639
Nutrition Abstracts and Reviews, 538
Nutrition Sourcebook, 538
 nuts, 430
N. W. Ayer and Son's Directory of Newspapers and Periodicals, 140, 285, **536**
 Nyasaland, 307
 biographical data on, 222
 geographic data on, 308

 obituaries, 93, 138
 of Americans, 221
 annual listings of, 146
 of artists, 230
 of authors, 233
 of band personalities, 341
 British, 215, 226
 in encyclopedia annuals, 86-89, 214-215
 indexes to, 149
 of Italian-Americans, 242
 of Jews, 242
 of musical figures, 246
 in *New York Times*, 144-145
 of New Zealanders, 224
 of Roman Catholics, 254, 594
 sources of, 211, 217
 Swedish, 227
 observatories, 334
Observer's Book of Horses and Ponies, 460
 obstetrics, 508, 539
 emergency first aid, 418
 nursing in, 537
 prenatal care, 371
 occultism, 553
 symbols in, 606-607
Occupational Abstracts, 641
Occupational Handbook for Women, 641
 "Occupational Handbook Series," 515, **641**
Occupational Index, **152**, 188, 641
Occupational Life, 641
Occupational Literature, 641
Occupational Outlook Handbook, 641
 occupational therapy, professional data, 508, 640
 occupations, 639-642
 oceanography, 264, 437, 500
Odhams Encyclopaedia Illustrated, 79
Odhams Encyclopaedia of Knitting, 476
The Office Encyclopedia, 181, 360, 386, 441, 458, 565, **601**
 office management, accounting, 313
 office management, business machines, 362
 communications, guide to, 110
 correspondence, 386
 for dentists, 392
 personnel management, 550-551
 office procedures, filing, 418
 indexing, 463
 secretarial science, 601
The Officer's Guide, **330**, 406, 414
Officers of the Army and Navy (Regular) Who Served in the Civil War, 245
Officers of the Army and Navy (Volunteer) Who Served in the Civil War, 245
Official Airline Guide, 321
Official Basketball Rules, 343
The Official Blue Book and Encyclopedia of Chess, 371
Official Boxing Rules, 354
Official Catholic Directory, 254, 380, 517, **594**, 597
Official Congressional Directory, 184, 186, **238**, 251, 382, 439
Official Encyclopedia of Baseball, 234, **343**
The Official Encyclopedia of Little League Baseball, 343
Official Gazette, 549-550
Official Guide and Rule Book, 457
Official Guide of the Railways and Steam Navigation Lines of the United States, Porto Rico, Canada, Mexico, and Cuba, 277, 321, **582**, 605, 631
The Official Guide to the Army Air Forces, 320
Official Handball Rules, **443**, 613
Official Handbook, Amateur Athletic Union of the United States, 613
Official Map Publications, 310
Official National Football League Football Encyclopedia, 240, **427**
Official 19—NCAA Boxing Guide, 354
Official NCAA Coaches—Officials Basketball Handbook, 343
Official NCAA Coaches—Officials Football Handbook, 427
Official NCAA Ice Hockey Guide, 457
Official NCAA Lacrosse Guide, 478
Official NCAA Soccer Guide, 608
Official NCAA Swimming Guide, 617
Official NCAA Track and Field Guide, 626
Official NCAA Wrestling Guide, 647

Official Register (Iowa), 292
Official Register of the U.S. Government, **251**, 376, 439
Official Roster (Ohio), 294
Official Rule Book for All Pocket & Carom Billiard Games, 347
The Official Rules of Canadian Rugby Football, 594
Official South African Municipal Year Book, 308
Official Steamship and Airways Guide, 321, 605, **631**
Official Tennis Yearbook and Guide, 623
Official Track and Field Handbook, 626
Official War Publications, **189**, 647
Official Yearbook of the Commonwealth of Australia, 297
Official Year Book of the Union of South Africa and Basutoland, Bechuanaland Protectorate and Swaziland, 308
Off to College, 380
 Ohio, 294
 Ohio: A Guide, 294
 Okinawa, geographic data on, 272
 Oklahoma, geographic data on, 294
 Indian tribes of, 464
 Oklahoma, 294
Olcott's Field Book of the Skies, 334
Old and New Plant Lore, 557
Old Clocks and Watches and Their Makers, 257, **643**
Old Clocks for Modern Use, 643
Old Masters in America, 250, 522, **547**
Old Pewter, 552
Old Silver and Old Sheffield Plate, 607
 one-act plays, 399
100 Most Important People, 217
One Thousand California Place Names, **291**, 530
1,000 Garden Pests and How to Control Them, 466
1001 Christmas Facts and Fancies, 374
1001 Valuable Things You Can Get Free, **195-196**, 201
 opera, 522-526, 539-540
 periodicals on, indexes to, 150, 152
 personalities of, 245-249
 recordings of, 585
Opera Annual, 540
The Opera Reader, 249, **540**
Operas and Musical Comedies, **540**, 624
 orators, 249
 oratory, 573-574

- Orbis*, 271
 see also subject references under *Europa*
- orchards, 430
- Orchesography: A Manual of Social Dances*, 390
- orchestras, conductors, 237
 symphonies, 617-618
- Ordbog over det danske Sprog*, 124
- Orders, Decorations and Medals of the World*, 506
- ordnance, aviation, 339
 guided missiles, 592
 terms of, 515
- Oregon, geographic data on, 294
 plants of, 557
- Oregon*, 294
- Oregon Blue Book*, 294
- Oregon Geographic Names*, **294**, 530
- organization, of encyclopedias, 53
 of reference works, 10-11, 13-25, 38-39
 of research papers, 40-44
- organizational management, 540-541
 audio-visual aids in, 335-336
 fairs and exhibitions, 343, 365
 games and recreations, 432
 holiday observances, 458
 programs, 177, 568
 public relations, 573
- organization executives, 211, 249
 of American Bar Association, 243
 Canadian, 221
 in fraternities, 241
 labor leaders, 243
 of librarian groups, 243
 of Masons, 244
 of political organizations, 251
- organizations, 541-545
 abbreviations of, 118
 adoption agencies, 314
 in advertising, 315
 agricultural, 318
 in art, 330
 in aviation, 321, 338
 on blindness, 351
 in boating, 351
 British, 195, 302
 business, publications of, 359
 Canadian, 299
 in chess, 371
 Chinese, 300
 in conservation, 383
 dental, 392
 directories of, 173, 180
 dog clubs, 396-397
 educational, 314-315, 408, 409, 578
 in forestry, 428
 foundations, 429
 organizations, fraternities and societies, 430
 in gardening, 434-435
 German, 225
 of horse breeders, 460
 as information sources, 194-196
 international. See INTERNATIONAL ORGANIZATIONS
 Jewish, 274, 287, 408, 474
 legal, 481
 libraries of, 193, 483-485
 library, 243, 483-485
 medical, 506-508
 musical, 472, 524
 in publishing, 352, 474, 576
 religious, 496, 517, 586-590, 594
 scientific, 365, 478, 599
 in Latin America, 255
 in sports, 607, 608, 617, 626
 technological, 369, 548
 of Texas, 295
 trade and commerce, 502, 628
 Latin American, 280
 of UN supporters, 198
 youth, 543-545
 British, 406
- Oriental literature, authors of, 233
 sacred, 589
- Oriental philosophy, 553-554
- Origin of Medical Terms*, 244, 419, **510**
- The Ornithologists' Guide*, 350
- ornithology, 348-350
- Orthodox Church, 545
- orthopedics, 510
- "Our American Holiday Series," 458
- Our American Music*, 525
- Our Christmas Symbols*, 374
- Our College Colors*, 380
- Our Contemporary Composers*, 237
- Our Insect Foes and Friends and Spiders*, **466-467**, 612
- Our National Forests*, 383, 428, **531**
- Our Wonderful World*, **70-71**
 bibliographies in, 157
 geographic data in, 265
 hobbies in, 456
 illustrations in, 200
 technology in, 382, 619
- Outboard Boating Handbook*, 351
- The Outdoor Encyclopedia*, 363, **613-614**
- An Outline Atlas of Eastern History*, 279
- An Outline History of English Literature*, 492
- An Outline History of German Literature*, 493
- Outline History of Latin America*, 452
- An Outline History of Russia*, 453
- Outline History of Spanish American Literature*, 494
- Outlines of Shakespeare's Plays*, 603
- overseas service, 515
- Owen's Pan-African & Middle East Directory*, 276-277
- Oxford Book of American Verse*, 560
- Oxford Book of Ballads*, 340
- Oxford Book of Christian Verse*, 560
- Oxford Book of Eighteenth Century Verse*, 561
- Oxford Book of English Mystical Verse*, 561
- Oxford Book of English Verse*, 560
- Oxford Book of English Verse of the Romantic Period*, 561
- Oxford Book of French Verse, 13th-20th Century*, 561
- Oxford Book of German Verse, 12th-20th Century*, 561
- Oxford Book of Greek Verse in Translation*, 561
- Oxford Book of Italian Verse*, 561
- Oxford Book of Latin Verse*, 561
- Oxford Book of Light Verse*, 561
- Oxford Book of Medieval Latin Verse*, 561
- Oxford Book of Modern Verse, 1892-1935*, 561
- Oxford Book of Portuguese Verse, 12th-20th Century*, 561
- Oxford Book of Russian Verse*, 561
- Oxford Book of Scandinavian Verse, 17th-20th Century*, 561
- Oxford Book of Seventeenth Century Verse*, 561
- Oxford Book of Sixteenth Century Verse*, 561
- Oxford Book of Spanish Verse, 13th-20th Century*, 561
- Oxford Book of Victorian Verse*, 561
- Oxford Classical Dictionary*, **490**
 archaeological data in, 327
 art data in, 332
 biographical data in, 236
 geographic data in, 278
 religion and mythology in, 527, 588
- The Oxford Companion to American Literature*, 233, **490**, 496
- Oxford Companion to Classical Literature*, **490**
 archaeological data in, 327
 art data in, 332
 biographical data in, 236
 geographic data in, 278
 religion and mythology in, 527, 588

INDEX

- The Oxford Companion to English Literature*, 233, **492**, 496
The Oxford Companion to Music, 247, **525**
The Oxford Companion to the Theatre, 256, **624**
The Oxford Cyclopedic Concordance, 346
Oxford Dictionary of English Christian Names, 529
Oxford Dictionary of English Proverbs, 569
The Oxford Dictionary of Nursery Rhymes, 537
The Oxford Dictionary of Quotations, 580
Oxford Economic Atlas for India and Ceylon, 303
Oxford Economic Atlas of the World, **269**, 381, 405
Oxford Encyclopaedia of Canadian History, 221, **299**, 450
Oxford English Dictionary, **105**, 528, 569
Oxford History of England, 451–452
Oxford History of English Art, 332
The Oxford History of English Literature, 492–493
Oxford Junior Encyclopaedia, **71–72**
 as biographical source, 213
 ethnology in, 413
 games, data on, 432
Oxford Travel Atlas of Britain, 302
- P & O Line**, ships of, 606
Pacific Area Travel Handbook, **283–284**, 631
A Pacific Bibliography, 284, **325**
Pacific Coast Gardening Guide, **434**, 544
The Pacific Islands Handbook, 284
Pacific Northwest. See **NORTHWEST**
Pacific Northwest Americana, **322**, 455
Pacific Ocean area, birds of, 348
 exploration of, 264
 fishes of, 420
 geographic data on, 264, 272, 283–284
 mammals of, 498
 mythology of, 527
 peoples of, 325
 plant life of, 558
 reptiles of, 590
 shells of, 604
Pacific Ocean Handbook, 284
The Pacific World, 284
packaging, 546
 of foods, 427
Packaging and Display Encyclopedia, 546
Packaging Engineering, 546
Pageant of America, **455**, 614, 624
painters, biographical data on, 240, 249–250
 see also **ARTISTS**
painting, 546–548
 prints, 567
 schools of, 249
 terms defined, 249
Painting and Decorating Encyclopedia, **468**, 548
Painting in Britain: The Middle Ages, 332
Painting Materials: A Short Encyclopedia, 548
paintings, location of, 240, 249
photo-reproductions of, 203
paints, 548
 formulas for, 467
 for interiors, 468
Pakistan, biographical data on, 223
 geographic data on, 303, 307
 periodicals, 140
paleontology, 429
 dinosaurs, 393
 terms in, 347
Palestine, ancient geography of, 278
 Bible atlases, 279–280
 see also **ISRAEL**
Palestine and Syria, 283
Pali language, dictionary of, 130, 355
pamphlets, geographic, guide to, 264
 library indexes of, 34
 lists of, 160–163
 sources of, 185
Panama, biographical data on, 222
 universities, 380–381
Pan-Americanism, organizations, 468
Pan American Union, 381
Pan American Yearbook, 235, **277**, 500
papacy, history of, 252, 594
papal encyclicals, 594
paper and papermaking, 548
Paperbound Books in Print, **162**, 576
paper manufacturers, biographical data on, 250
Paper Money of the United States, 378
Papers Relating to the Foreign Relations of the United States, 395
Parade of the Animal Kingdom, 325
Paraguay, biographical data on, 222
 universities, 380–381
parakeets, 548–549
parapsychology, 571
Parents' Magazine Book for Expectant Mothers, 539
Parents' Magazine Book of Baby Care, 373
Paris, 301
The Paris We Love, 301
parks, 549
 botanical gardens, 352
 national. See **NATIONAL PARKS**
 state, 286, 363
Parliament, British, elections to, 409
 members of, 248, 251
 foreign, 440
parliamentary law and procedure, 95, 549
Parrot Family Birds, 549
parrots, 548–549
Parrots and Parrot-like Birds, 549
Parsis, sacred literature of, 589
parties, political, 562
passports, 531, 630–632
Passport to Europe, 631
Pastene's Auto Guide to Europe, 281
Patent Law in the Research Laboratory, 481, **550**
Patent Office, U.S., 549
patents, 549–550
 chemical, indexes of, 368
 inventions, 471
 polyglot dictionary of, 122
 trademarks, 628–629
pathology, 510
patios, building of, 356
patriotic literature, poetry, 560
Patterns and Principles of Spanish Art, 332
Patterson's American Education, 239, **408**, 485, 577, 597
Patterson's Schools Classified, 239, **408**
Pears Cyclopaedia, 79
pediatrics, 507–511, 550
 child nursing, 537
Peepshow into Paradise, 626
peerage. See **NOBILITY**
"The Pelican History of Art," 332
penal institutions, 387
"Penguin Guides," 302
Penrose Annual, 442
Pennsylvania, 294
Pennsylvania Dutch Dictionary and Handbook, 130–131
The Pennsylvania Manual, 294
penology, 387
pensions, social security, 609
People and Politics of Latin America, **282**, 452
People, Places, and Things: People, 217
Places, 275
Things, 471
 Ideas, sequel to, 553

- People's Republics, constitutions of, 383
 perfumes, 584
 periodicals, abstracts of, 153, 167
 indexes to, 148
 American, 490
 on art, 330
 as biographical sources, 211
 on birds, 349
 of book trade, 352
 of British Commonwealth, 280
 business, guides to, 357, 359
 of chambers of commerce, 367
 chemical, 368, 370
 Chinese, 300
 on furniture, 432
 on gardening, 434
 as geographic sources, 262-264
 government publications, 187
 state, 191
 guides to, 137-153
 on the handicapped, 443
 illustrations in, indexes to, 201
 indexes to, 143-153
 legal, 481
 indexing of, 463
 on labor, 243, 477
 legal, 481
 in Library of Congress, 185
 medical, 507
 microfilms of, 169-170
 Middle Eastern data in, 283
 on music, Canadian, 525
 music editors of, 524
 portraits in, indexed, 258
 religious, 589
 Roman Catholic, 593
 scholarly, 409
 scientific and technical, 598-600
 short stories in, 606
 Soviet, digest of, 388
 for sports biographical data, 256
 union lists of, 140-141, 143
 see also MAGAZINES; NEWS-PAPERS
Periodicals: Price List 36, 142
Periodicals for Small and Medium-sized Libraries, 140
The Perma Cross Word Puzzle and Word Game Dictionary, 116
 Persia. See IRAN
 Persian language, dictionary of, 131
 Persian mythology, 526-528
 personal finance, 550
 taxation, 619
Personal Names: A Bibliography, 529
Personal Travel Directory for Europe, 281
 personal trivia, 91
 in *Facts on File*, 215
 periodicals as source of, 137
 personal trivia, on U.S. presidents, 252
 personnel management, 550-551
 in chemical business, 368
 investigation, 471
 labor relations, 476-477
 periodical data on, 151, 152
 vocational guidance, 639-642
 Peru, biographical data on, 222
 "Pet" dog books, 396
Peter Parley to Penrod, 374
 petroleum, 551
 pipelines, 551, 630
Petroleum, 551
Petroleum Almanac, 551
Petroleum and Natural Gas Bibliography, 551
Petroleum Data Book, 551
The Petroleum Dictionary, 551
Petroleum Facts and Figures, 551
 pets, 551-552
 veterinary medicine for, 637-638
The Petty Officer's Guide, 534
 pewter, 552
 makers of, biographical data on, 250
Pewter in America: Its Makers and Their Marks, 250, 552
Pharmaceutical Abstracts, 403
 pharmaceuticals, 401-404
Pharmacopoeia Internationalis, 403
Pharmacopoeia of the United States of America, 403
Pheasant Breeding and Care, 552
 philanthropy, 552
 foundations, 429
 social service, 610
 philately, 614-615
 Philippine Islands, biographical
 data on, 223-224
 coins of, 378
 geographic data on, 272, 306
 newspapers, 536
 periodicals, 140
 travel data on, 284
Philippine Islands: A Guide, 306
Philip's Historical Atlas, Ancient, Medieval and Modern, 268
Philip's Record Atlas, 269
Philological Quarterly, 492
 philologists, biographical data on, 250
 philology, 478-479
 philosophers, biographical data on, 239, 250
 philosophy, 553-554
 classical, 490
 dictionaries of, 553
 polyglot, 122
 organizations, 543
 of science, 598
 terms defined, 331-332, 407
 phonograph records. See RECORDINGS
 phonographs, high fidelity, 446-447
 photocopying services, 196
 in libraries, 485
 Library of Congress, 185
 in museums, 522
Photoduplication Services, 196, 485, 522
Photographic Abstracts, 555
 photographic agencies, 202-203, 536
 for portraits, 258
Photographic History of the Civil War, 376
 photographs, of art works, 547
 sources of, 202-203, 536
 government, 185-187
 photography, 554-555
 aerial, 500
 astronomical, 334
 in house organs, 496
 industrial, 362
 lighting in, 486
 underwater, 607
Photography Annual, 555
Photography Directory and Buying Guide, 555
Phrase Finder, 119
 phrases, familiar, 578-580
 origins of, 111-112
 special, 119
 physical education, 613
 gymnastics, 443
 physicians, 244-245
Physicians Desk Reference to Pharmaceutical Specialties and Biologicals, 403, 510, 577
 physicists, 255
 physics, 555-556
 atomic, 335
 dictionaries of, 555
 French-English, 125
 meteorological, 514
 Nobel prize winners in, 247
 solar energy, 611
 tabular data on, 370
Physics Literature, 556
 physiology, 323, 507
Pictorial Astronomy, 334
The Pictorial Dictionary, 201
Pictorial History of American Presidents, 252, 455
Pictorial History of American Ships, 605
Pictorial History of American Sports, 614
A Pictorial History of Costume, 401
A Pictorial History of Medicine, 510
A Pictorial History of the American Indian, 465

INDEX

- A Pictorial History of the American Theatre*, 624
Pictorial History of the Jewish People, 474
A Pictorial History of the Movies, 519
A Pictorial History of the Silent Screen, 519
Pictorial History of the World, 449
Pictorial Microwave Dictionary, 581
The Picture Book of Symbols, 606
The Picture Dictionary, 200
Picture Encyclopedia, 200–201
The Picture Gallery of Canadian History, 450
A Picture History of Railways, 582
Picture History of the U.S. Navy, 534
 pictures, geographic, 309–310
 prints, 567
 sources of, 199–203
Pigeons and How to Keep Them, 556
 pipelines, oil, 551, 630
 pistols, 442–443
 Pittsburgh, guidebook of, 296
 place names. See NAMES, PLACE
Places, 275
Plant Disease Handbook, 558
Plant Diseases, 353, 558
Plant Engineering Handbook, 500, 506, 551
 plant life, 95, 556–558
 of Africa, 277
 biology, 347
 botany, 353
 ecology, 404
 flowers, 422–423
 fossils, 429
 marine, 500
 of Pacific Ocean area, 284
 trees and shrubs, 633–634
 vegetables, 636
 weeds, 643
Plant Life of the Pacific World, 558
Plants Indoors, 434, 468
Plants of the Bible, 346, 558
 plastics, 558–559
 industry, 498
 organic compounds in, 369
 trade names of, 628
Plastics Engineering Handbook, 559
 playgrounds, 549
Play Index: 1949–1952, 168, 399
 playing cards, 364
 plays. See DRAMA
 playwrights. See DRAMATISTS
Plot Outlines of 100 Famous Plays, 399
 plots, of English literature, 492
 fictional, 418
 of operas, 539–540
 of plays, 399, 625
 in Shakespeare, 604
Plots of the Operas, 540
 plumbing, 445, 559
 installation of, 356
 materials for, 397
Pocket Book of Baby and Child Care, 373, 510, 538
Pocket Book of Chemical Technology, 335, 370, 504
Pocket Book of Games, 432
Pocket Book of Quotations, 580
Pocket Dictionary: Arabic-English, 123
Pocket Encyclopedia of Atomic Energy, 335
The Pocket Guide to British Birds, 350
Pocket Guide to Europe, 281, 631
Pocket Guide to the Birds, 350
The Pocket Guide to the Undersea World, 607
Pocket Household Encyclopedia, 459, 550
Pocket Japanese-English-German Medical Dictionary, 510
 "Pocket Travel Guides" series, 274
Poems of American History, 560
Poetical Quotations from Chaucer to Tennyson, 560, 580
 poetry, 559–561
 ballads, 340
 for children, 373
 epic, 413
 forms of, 116
 indexes to, 147, 167
 quotations from, 578–580
 rhyming dictionaries, 115–116
 Shakespeare, 603–604
 poets, biographical data on, 250
 poisoning, first aid for, 418
 poisons, 561–562
 drugs, 401–404
 Poland, biographical data on, 227
 geographic data on, 306
Poland, 306
 police investigation, 471
 Polish-Americans, biographical data on, 250
Polish-English and English-Polish New Pronouncing Dictionary, 131
Polish-English, English-Polish Dictionary, 131
 Polish language, dictionaries of, 131
 medical terms, 508
Political Handbook of Japan, 223, 305, 452, 576
Political Handbook of the World, 140, 271–272, 440
 political leaders, 250–251
 rulers, 254
 in United Nations, 257
 political parties, 562
 Chinese, 300
 Communist, 382
 Japanese, 305
 world, 272, 440
 political science, 562–563
 current data on, 92, 388–389
 in Latin America, 282
 periodicals on, indexes to, 152–153
 tabular data on, 270
 political scientists, biographical data on, 239
Political Yearbook, 388, 470
Polk's Bankers Encyclopedia, 234, 342
Polo, 563
 polyglot dictionaries. See DICTIONARIES
 Polynesians, 325
Poole's Index to Periodical Literature, 145, 147
The Poor Man's Guide to Europe, 282, 631
Poor's Register of Directors and Executives, United States and Canada, 235, 360, 500, 577–578
 popes, 252
 history of, 594
A Popular Guide to Government Publications, 189
Popular Mechanics Do-it-yourself Encyclopedia, 398
Popular Mechanics Picture History of American Transportation, 630
The Popular Medical Encyclopedia, 510
 popular music. See MUSIC, POPULAR
 population, 638–639
 maps of, 270
 quarterly report on, 275
 retrospective data on, 63
 statistics, use in reference works, 24–25
 survey of, 406
 U.S., analysis of, 65, 502
 world data on, 271
 see also VITAL STATISTICS
Population and Its Distribution, 287, 502, 639
Population and Vital Statistics Report, 275, 639
Population Censuses and Other Official Demographic Statistics of Africa (Not Including British Africa), 277, 639

- Population Censuses and Other Official Demographic Statistics of British Africa*, 277, 639
- Population de la France*, 301
- Population Index*, 275, 639
- porcelain and pottery, 366, 563-564
- antiques, 326-327
 - Slovak, 332
- portages, 285
- Portrait of New Zealand*, 306
- Portrait of the Old West*, 230, 455
- portraits, 258
- indexes to, 201
- ports, 564
- distances between, 436
- Ports of the World*, 272, 564
- Portugal, geographic data on, 307
- Portuguese language, dictionaries of, 82-83, 131
- medical terms, polyglot, 122
- encyclopedia, 82-83
- grammar of, 441
- Portuguese literature, poetry, 561
- Postal Manual*, 286, 565
- postal service, 565
- of Canada, 299
 - censorship regulations, 366
 - film and record shipments, 335
 - stamps, 614-615
 - world data on, 93
- posters, 565
- prints, 567
- Postwar Foreign Newspapers*, 140
- potters' marks, 563-564
- Potter's New Cyclopaedia of Botanical Drugs and Preparations*, 403, 558
- pottery. See PORCELAIN AND POTTERY
- poultry, 565
- carving of, 365
 - ducks and geese, 404
 - pheasants, 552
- power, atomic, 335
- electrical, 410
 - solar energy, 611
- Practical Builder's Estimating Handbook*, 356
- Practical Carpentry*, 364
- A Practical Catholic Dictionary*, 594
- Practical Chinese*, 123
- The Practical Engineer Pocket Book*, 412, 544
- Practical Gardening*, 434
- Practical Guide to American Book Collecting*, 352
- A Practical Handbook of Psychiatry*, 570
- The Practical Home Handyman*, 398
- "Practical Medicine Year Books," 510
- on radiology, 335
- Year Book of Dentistry*, 392
- Year Book of Dermatology and Syphilology*, 393
- Year Book of Drug Therapy*, 403
- Year Book of General Surgery*, 617
- Year Book of Neurology, Psychiatry and Neurosurgery*, 570
- Year Book of Obstetrics and Gynecology*, 539
- Year Book of Pediatrics*, 550
- The Practical Nurse and Her Patient*, 373, 537, 539
- Practical Wireless Encyclopedia*, 581
- prayers, 566
- precious stones, 473
- Preface to World Literature*, 488
- pregnancy, 371, 372, 539
- nutrition in, 538
- Prentice-Hall, Inc., law publications, 482
- preparatory schools, 600
- Preparing the Research Paper: A Handbook*, 44
- prepositions, use of, 114, 115
- Presbyterian church, 253, 566
- The Presidency: A Pictorial History of Presidential Elections from Washington to Truman*, 252, 455-456
- presidents, of colleges and universities, 236
- U.S., 215, 252, 455-456, 562
 - messages of, 395
 - proclamations of, 483
 - questions about, 95
 - wives of, 240
- The Presidents and Their Wives*, 240, 252
- The Presidents in American History*, 252, 456
- Presidents of American Colleges and Universities*, 236
- Presidents on Parade*, 252, 456
- Price Guide to Pattern Glass*, 437
- prices of commodities, 381
- Prime Antiques and Their Current Prices*, 327, 595
- Principal Business Directories for Building Mailing Lists*, 181, 360
- Printers' Ink Advertisers' Guide to Marketing*, 315, 502
- Printers' Ink Directory of House Organs*, 142, 360, 496
- printing, 566
- business printing machines, 362
 - glossary of, 44
- printing, periodicals on, indexes to, 151
- Printing and Promotion Handbook*, 565, 566, 576
- Printing Magazine Yearbook*, 442, 566, 578
- Print Prices Current*, 567
- prints, 567
- antiques, 326-327
 - of paintings, 546-547
 - posters, 565
 - of U.S. history, 309
- prisons, 387
- language of, 113-114
- Private Book Collectors of the U.S. and Canada*, 352
- private detectives, 481
- private schools, 596-597
- secondary, 600
- Private Schools Illustrated*, 600
- prizes and awards, 162, 163, 567-568
- in art, 333
 - donors, 252
 - literary, 483
 - medals and decorations, 506
 - in photography, 554
 - presentation of, 574
 - scholarships and fellowships, 595-596
 - in science, 598
 - winners, 87, 214, 215, 252
 - American, 220
 - Nobel prize, 247
 - Roman Catholics, 254
- probability, tables of, 615
- producers of motion pictures, 245
- Producing and Directing for Television*, 622
- The Program Encyclopedia*, 432, 457, 541, 568
- programming, audio-visual aids in, 335-336
- organizational management, 540-541
- programs, 568
- public speaking, 573-574
- promotion, in publishing, 576
- sales, 595
- A Pronouncing Dictionary of American English*, 117
- Pronouncing Dictionary of Shakespearean Proper Names*, 603
- pronouns, use of, 114
- pronunciation, 106
- dictionaries of, 116-117
 - dictionary practices, 101
 - in foreign languages, guide to, 524
 - of names. See NAMES
 - of scientific and technical words, 598
 - of Shakespearean names, 603
- proofreading, 568

INDEX

- property, law of, 342
- prosody, Sanskrit, 132
- prospecting, 516-517
 - for gems, 473
- A Protestant Dictionary* (Ferm), 252-253, **569**
- Protestant Dictionary* (Wright), 569
- Protestant Episcopal church, 569
- Protestantism, 569
 - biographical data on, 252-253
 - missions, 517
 - organizations, 544
 - theology, 625
 - see also specific denominations
- proverbs, 569-570
 - French, 125
 - Maori, 130
 - in quotations, 578-580
 - of weather, 425
- The Provinces of France*, 301
- pseudonymous literature, 166, 570
- Psychiatric Dictionary*, 571
- A Psychiatric Glossary*, 571
- psychiatrists, 253
- psychiatry, 570-571
 - in hospitals, 460-461
- Psychiatry for the Family Physician*, 571
- Psychical Research Today*, 571
- psychic research, 553, 571
- psychoanalysis, 570-572
- Psychological Abstracts*, 572
- Psychological Index*, **152**, 572
- psychologists, biographical data on, 239, 253
- psychology, 571-572
 - of advertising, 316
 - of blindness, 350
 - child guidance, 314, 371-373
 - of criminals, 387
 - educational, 407
 - of the handicapped, 444
 - periodicals on, indexes to, 152
 - in personnel management, 550-551
 - of public relations, 573
 - of sex, 602-603
 - of women, 645
- Psychology of Sex*, 602
- public administration, 572-573
 - libraries of, 485
 - organizations of, 249
 - periodical data on, 151
- Public Administration Libraries: A Manual of Practice*, **485**, 572
- Public Administration Organizations*, 249, **544**, 572-573
- Public Affairs Information Service Bulletin*, **152-153**, 161, 181, 188, 609
- The Public and Preparatory Schools Year Book*, 600
- public health, 573
 - public health, industrial, 465
 - organizations in, 541
 - state services, 438
- publicity, 573
 - advertising, 315-316
 - in publishing, 576
- public relations, 573
 - in chemical business, 368
 - via house organs, 496
 - and libraries, 483
- Public Relations Handbook*, 573
- Public Relations Ideas in Action*, 573
- public speakers, biographical data on, 249
 - obtaining of, 568
- public speaking, 573-574
 - broadcasting, 355
 - debating, 391
 - parliamentary law, 549
 - quotations, 578-580
 - speeches, texts of, 394-395
- public utilities, 574
 - British, 302
 - municipal, 520-521
- public welfare. See SOCIAL SERVICE
- Public Welfare Directory*, 181, 544, **610**
- publishers, 253
 - of British Commonwealth, 280
 - of business data, 359
 - lists of, 44, 235
 - of music, 246, 522, 524
- Publishers Information Bulletin*, **316**, 496
- Publishers' Trade List Annual*, **162**, 576
- Publishers' Weekly*, **163**, 252, 487, 567, 576
- publishing, 575-576
 - abbreviations used in, 118
 - best sellers, 344
 - censorship, 366
 - current books, guides to, 157-163
 - directories of, 352
 - graphic arts, 441-442
 - magazines, 496
 - newspapers, 535-536
 - organizations, 543
 - paperbound books, 161, 162
 - periodicals on, 142, 163
 - indexes to, 151
 - picture sources, 202-203, 546
 - rare books, 351-352
 - reprints of books, 161
- Publishing & Bookselling*, 352
- Puerto Rico, geographic data on, 294
 - railroads, 582
- Puerto Rico*, 294
- Punched Cards: Their Application to Science and Industry*, 362
- punctuation, 43, 577
- puns, 488
- puppet shows, 168
- purchasing, 577-578
 - in chemical business, 368
 - consumer research, 383-384
 - of food, 427
 - household, 458-459
 - see also BUYER'S GUIDES
- puzzles, 432
 - crossword-puzzle dictionaries, 116
 - picture, 200-201
- Qualifications for Voting*, 409
- quarrying, 516-517, 592
- Quarterly Cumulative Index Medicus*, **153**, 510
- questions and answers, 95
- quilts, 578
- quotations, 578-580
 - Biblical, 345-346
 - from German, 127, 625
 - from Danish literature, 124
 - etymological, 105, 112, 113
 - last words, 479
 - proverbs, 569-570
 - from Shakespeare, 603-604
 - of World War II, 647
- Quotations for Special Occasions*, 573, **580**
- Rabbits: A Subject Bibliography*, 581
- Raccoon Family Pets*, 581
- raccoons, 581
 - hunting of, 462
- race relations, organizations, 542
- races, human, 325
- The Races of Europe*, 282, **325**, 414
- Racial Proverbs*, 569
- racing, air, 338
 - automobile, 337-338
 - boat, 351, 649
 - horses, 459
- Racing Almanac*, 241, **459**
- radar, 339, 411
- radio, 581-582
 - advertising rates in, 315-316
 - broadcasting, 354-355
 - news broadcasters, 247, 355
 - periodicals on, indexes to, 150
 - pioneers in, 255
 - stations, newspapers owned by, 142
- radioactivity, 335, 595
- The Radio Amateur's Handbook*, 581
- Radio and Television Bibliography*, 355
- radio engineers, 255
- Radio Engineers' Handbook*, 581-582
- radiology, 335

- Radio's 100 Men of Science*, 255
 railroading, figures in, 253
 railroads, 582-583
 abbreviations of names, 118
 Canadian, 299
 folklore of, 425
 historical maps of, 288
 investment data on, 629
 U.S., atlas of, 287
 maps of, 269, 270, 296
 world, maps of, 271
Railroads in Defense and War: A Bibliography, 582-583
Railway Engineering and Maintenance Cyclopedia, 583
 ranching, 386
Rand McNally Bankers Directory, 234, 342, 481
Rand McNally Bible Atlas, 279-280
Rand McNally Commercial Atlas and Marketing Guide, 270, 318-319, 360, 380, 382, 502
Rand McNally Cosmopolitan World Atlas, 270
Rand McNally Current Events World Atlas, 270
Rand McNally Handy Railroad Atlas of the United States, 287, 583
Rand McNally Pocket World Atlas, 270
Rand McNally Premier World Atlas, 270
Rand McNally Readers World Atlas, 270
Rand McNally Road Atlas, 287-288, 531, 592
Rand McNally's Pioneer Atlas of the American West, 288, 456
Rand McNally Standard Atlas of the World, 270
Rand McNally Vacation Guide, 288, 531, 631
Rand McNally World Atlas, 271
Rand McNally World Guide, 267
Rare Metals Handbook, 513
Rattlesnakes, 583
 readability, of general encyclopedias, 54
 of reference works, 11
The Reader's Companion to World Literature, 233, 488
Reader's Digest of Books, 488
The Reader's Encyclopedia, 217, 332, 488
Readers' Guide to Periodical Literature, 147-148, 188, 309, 518, 624
 Abridged Readers' Guide to Periodical Literature, 146
 Nineteenth Century Readers' Guide to Periodicals, 147
Ready Reckoner, 467, 504, 644
 real estate, 583
 firms, 342
 home financing, 550
Recent Changes in Production, 406
 recipes and formulas, 583-584
 chemical, 368-370, 583-584
 cooking, 384-385
 for cosmetics, 386
 dental, 392
 for drugs, 401-404
 for paints, 548
 in plastics, 558-559
Reclam's Dictionary, German-English, English-German, 127
 recognition. See IDENTIFICATION
The Record Book, 585
The Record Guide, 585-586
 recordings, 584-586
 of ballads, 340
 of ballet music, 340-341
 bibliography of, 168
 for children, 372
 educational, 335-336
 of folk music, 425-426
 high fidelity, 446-447
 indexing of, 463
 of jazz, 242
 in Library of Congress, 185
 new, lists of, 522
 recording companies, 246
 recording times, 237
Record Ratings, 247, 586
 records, 586
 in aviation, 338-339
 in baseball, 342-343
 in basketball, 343
 in big-game hunting, 462
 in boat racing, 351
 first facts, 419
 in fishing, 421
 in football, 427
 in golf, 438
 in hockey, 457
 in horse racing, 459
 in lacrosse, 478
 in soccer, 608
 in sports, 613
 in swimming, 617
 in tennis, 623
 in track and field sports, 626
 in weightlifting, 643
 in wrestling, 647
Record Year, 585
 recreations. See GAMES; HOBBIES; SPORTS
 Red Cross, first aid guides, 418-419
Reed's Atlas of New Zealand, 306
Reed's Concise Maori Dictionary, 130, 424
Reed's Tables of Distances, 436, 564
Reference Book for Shippers, 627
Reference Book of Dun and Bradstreet, Inc., 342, 360, 387
Reference Book of Inorganic Chemistry, 370
Reference Books, 172
Reference Data for Radio Engineers, 582
A Reference Guide to the Literature of Travel, 264, 449, 642
 reference librarians, 28-29
Reference Manual for Stenographers and Typists, 386, 441, 601
Reference Manual of Government Positions, 376
 reference rooms in libraries, 28
 "Reference Shelf," 574
 reference works, 3-25
 Chinese, 299
 evaluation of, 37
 governmental, 183-192
 guides to, 170-172
 illustrations in, 199-201
 lists of, 110, 163, 180
 publishers of, 576
 reviews of, 158, 159
 specialized, types of, 311-312
 refrigeration, 586
 air conditioning, 319
 food preservation, 427
Register of Commissioned and Warrant Officers of the United States Navy and Marine Corps, 245
Rehabilitation Literature 1950-1955, 444, 510
 religion, 586-590
 abbreviations used in, 118
 books on, reviewed, 158
 Buddhism, 355
 Christianity. See CHRISTIANITY
 at colleges and universities, 379
 Hinduism, 447
 holidays, 457-458
 Islam, 245, 517-518
 Japanese, 304
 Judaism. See JUDAISM
 organizations, 543
 periodicals on, indexes to, 151
 Protestantism. See PROTESTANTISM
 psychology in, 571
 Roman Catholic. See ROMAN CATHOLIC CHURCH
 in U.S., 242
 see also specific name of faith or sect
Religions, Mythologies, Folklores: An Annotated Bibliography, 424, 527, 589
Religions of the World, 589
 religious education, 371, 588
 religious figures, 239, 253-254

INDEX

- religious figures, Moslems, 245
- Protestants, 252-253
- Roman Catholics, 254
- Remington's Practice of Pharmacy*, 403
- remodeling, 356
- repairing, of antiques, 326, 444
 - of automobiles, 337-338
 - of boats, 351
 - of clocks and watches, 643
 - electrical, 410
 - farm, 416
 - of furniture, 431-432
 - of heating devices, 444
 - of hi-fi equipment, 446-447
 - in household, 397-398, 458-459
 - of jewelry, 473
 - materials for, 503
 - of plumbing, 559
 - of railroads, 583
 - of school buildings, 406
 - of television sets, 622
- Representative American Speeches*, 573-574
- Reprints in Series, Catalog of*, 161
- reptiles, 590, 608
 - dinosaurs, 393
 - rattlesnakes, 583
- Reptiles: Their Habits and Care*, 590
- Reptiles of North America*, 590
- Reptiles of the Pacific World*, 590
- Reptiles of the World*, 590
- Requirements for Certification*, 408, 486
- research, agricultural, 318
 - in antibiotics, 326
 - biological, 347
 - dissertations, 394
 - educational, 407
 - geographic, aids to, 263-264
 - institutes for, 369
 - laboratories, 478
 - in Latin America, 255
 - libraries for, 485
 - medical, 244-245
 - organizations for, 542-545
 - papers, preparation of, 40-45
 - patents, 550
 - scientific, 599
 - services of encyclopedia publishers, 57
 - in social sciences, 609
 - in solar energy, 611
 - statistics in, 615-616
 - techniques of, 35-40
- Research Materials in the Social Sciences*, 609
- reserves, military, 515
- The Reservist's Guide and Record*, 515
- Resources of New York City Libraries*, 194, 485
- restaurants, 590-591
- restaurants, in hotels, 461
 - for Jewish clientele, 274
 - of San Francisco, 296
- retailing. See **MERCHANDISING**
- The Retail Jeweler's Handbook*, 473, 511, 513
- retail stores, 511
- retirement, 591
 - in California, 288
 - in Florida, 288
 - gerontology, 437
 - social security, 609-610
- Review of Economic Conditions in the Middle East, 1951-52*, 406
- Review of Reviews*, 148
- Revised Statutes of the United States*, 482
- revision, of general encyclopedias, 55-56
 - of reference works, 8-10
- Revolutionary War. See **U.S., HISTORY, REVOLUTION**
- rhetoric, 440, 573-574
- Rhode Island, 294
- Rhodesia, biographical data on, 222, 307
 - geographic data on, 307, 308
- rhyming dictionaries, 109, 115-116
- Rhyming Dictionary of the English Language*, 116
- Richard Joseph's Guide to Europe and the Mediterranean*, 282, 631
- Richard Joseph's World Wide Money Converter and Tipping Guide*, 428
- Richards Topical Encyclopedia*, 72-73, 265, 456
 - annual supplement, 89
- riddles, 488
- riding of horses, 460
- rifles, 442-443
- The Ring-necked Pheasant and Its Management in North America*, 552
- The Ring Record Book and Boxing Encyclopedia*, 235, 354
- Risks and Rights in Publishing*, 385-386, 481, 576
 - advertising, 316
 - broadcasting, 355
 - motion pictures, 519
 - theater, 624
- rivers, England, names of, 530
- roads and highways, 591-592
 - atlases of, 286-287
 - building of, 375
 - in cities, 296
 - European, maps of, 281
 - mileage. See **MILEAGE CHARTS**
 - state, 285
 - U.S., maps of, 269
- Robert's Rules of Order*, 549
- Rock Book*, 592
- Rocket Encyclopedia*, 234, 592
- rocket engineers, biographical data on, 234
- rockets, 592
- rocks, 436-437, 592
 - quarrying of, 516-517
- rodeos, 457
- Rogel's International Thesaurus*, 115
- Rogel's Thesaurus of the English Language in Dictionary Form*, 115
- Roman Catholic Church, 592-594
 - Bible commentary, 345
 - canon law, 404
 - colleges, 379-380
 - book lists for, 165
 - feasts and festivals, 457-458
 - missions, 517
 - motion picture ratings, 519
 - newspapers, 142
 - organizations, 542, 544
 - periodicals, 142
 - indexes to, 149
 - popes, 252
 - prizes and awards, 568
 - quotations, 578
 - ritual, 593
 - saints, 254-255
 - schools, 596-597
 - book lists for, 169
 - military, 379
 - shrines, European, 375
 - theology, 625
 - vestments, 400
- Roman Catholics, 254
 - authors, 230, 231
 - camps for, 363
 - educators, 239
 - Italian-Americans, 242
 - Negro authors, 233
- Romance languages, basic vocabulary of, 112
- romances, 493
- Roman Empire, biographical data on, 236
 - coins of, 377
 - geography of, 278
 - life in, 327
 - mythology of, 526-528
- Rome, guide to, 304
- roses, 594
- Roumanian-English Dictionary*, 131
- Royal Academy, members of, 248
- Royal Institute of International Affairs, 532
- Royal Society of London, 149, 152
- royalty, biographical data on, 215, 217, 247-248, 254
 - British, 226, 248, 388
 - Welsh, 225

- royalty. See also RULERS
Royalty Annual, 248, 388
 rugby, 594
 rugs, 594
 antiques, 326
 rulers, 254
 lists of, 215, 217, 451
Rules of Order, 549
Rumanian-English and English-Rumanian Dictionary, 131
 rural sociology, 317
Russell's Official National Motor Coach Guide, 362
 Russia. See UNION OF SOVIET SOCIALIST REPUBLICS
Russia, 308
Russian Composers and Musicians, 247
Russian-English, English-Russian Dictionary, 132
Russian-English, English-Russian Pocket Dictionary, 132
Russian-English Technical and Chemical Dictionary, 132, 370, 621
 Russian language, dictionaries of, 131-132
 technical, 370
 encyclopedia, 83
 Russian literature, 131-132, 494-495
 authors of, 232-233
 bibliographies of, 168
 poetry, 561
Russian Orders, Decorations and Medals, 506
Russian Orthodox Greek Catholic Church Yearbook and Church Directory, 545
Russian Writers, 233

Sacred Books of the East, 355, 447, 474-475, 517-518, 589
 sacred literature, Buddhist, 355
 Hindu, 447
 Jewish, 474-475
 Mohammedan, 517-518
 see also BIBLE
SAE Handbook, 338
 safety, 595
 in chemical business, 368
 education for, 419
 industrial, 465
Safety Subjects, 595
 sailing of small craft, 351
 saints, 254-255
 Breton, 225
 salamanders, 590
 sales and auctions, 595
 of antiques, 326-327
 of art, 330, 332
 of books, 351
 of prints, 567

Sales Executives' Handbook, 595
Sales Manager's Handbook, 595
 salesmanship, 595
 marketing, 501-502
 merchandising, 511
The Sales Promotion Handbook, 595
 Salvador, El, universities, 380-381
Sam Snead's Natural Golf, 438
Sanders' Encyclopaedia of Gardening, 434
San Francisco: The Bay and Its Cities, 297
 Sanskrit language, dictionary of, 132
 Sanskrit mythology, 132
Santa Barbara, 297
Saturday Review, 158, 263
Saturday Review Home Book of Recorded Music and Sound Reproduction, 446-447
 Saudi Arabia, biographical data on, 223
 geographic data on, 307
Saudi Arabia, 307
 sayings, 578-580
 familiar, 569-570
 origins of, 111-112
Scandinavia, 284
 Scandinavian literature, 495
 authors of, 232
 poetry, 561
The Scandinavian Yearbook, 284
Schirmer's Guide to Books on Music and Musicians, 247, 525
 scholars. See EDUCATORS
 scholarships and fellowships, 195-196, 567, 595-596
Scholarships and Fellowships Available at Institutions of Higher Education, 596
Scholarships, Fellowships and Loans, 595-596, 641
 scholasticism, 553
School Health Sourcebook, 408, 573
 school libraries, 483-485
 book lists for, 164-169
 schools, 406-409, 596-597
 of architecture, 328
 of art, 229, 330
 of band music, 341
 of business, 361-362
 elementary, health and hygiene in, 408
 purchasing for, 577-578
 textbooks for, 163
 of forestry, 428
 for the handicapped, 443-444
 of medicine, 507, 541
 of music, 366, 525
 of nursing, 537

 schools, Roman Catholic, 379-380, 593-594
 scholarships and fellowships, 595-596
 secondary. See HIGH SCHOOLS
 specialized, 475
 at summer camps, 363
Schweizerisches Idiotikon: Wörterbuch der Schweizerdeutschen Sprache, 134
Schweizer Lexikon, 82
 science, 597-600
 abbreviations used in, 118
 bibliography of, 165, 168-169
 current books, 160, 162
 book reviews, 158-160
 chronology of, 391
 encyclopedia coverage of, 61, 597
 expeditions, 642
 experimental, 497
 laboratories, 478
 oddities of, 94-95
 organizations, 542-544
 periodicals on, 139-143
 indexes to, 147, 149, 152
 prizes and awards, 568
 terms. See SCIENTIFIC TERMS
Science, index, 145
Science Abstracts, 410, 556
The Science Book of the Human Body, 323
 science fiction, 417
Science in Farming, 319
The Science of Color, 381
The Science of Wonder Drugs, 326
Scientific and Learned Societies of Great Britain, 544, 599
Scientific and Technical Abbreviations, Signs and Symbols, 118, 599, 606, 621
Scientific and Technical Serial Publications, 142-143, 599, 621
Scientific and Technical Societies of the United States and Canada, 544, 599, 621
Scientific Expeditions, 522, 599, 642
Scientific Institutions and Scientists in Latin America, 255, 544, 599
Scientific, Medical and Technical Books Published in the United States of America, 1930-1944, 168-169, 412, 510, 599, 621
The Scientific Paper, 44
 scientific papers, preparation of, 43-44, 368
Scientific Societies in the United States, 544, 599
Scientific Terminology, 599

INDEX

- scientific terms, abbreviations of, 118
- dictionaries of, 597, 598
- French-English, 125
- German-English, 126-127
- interlingual, 120
- polyglot, 122
- Spanish-English, 133-134
- Tamil-English, 134
- Turkish-English, 135
- etymologies of, 111
- Greek roots of, 112
- new, 119
- scientists, 255
- Jewish, 242
- Scotland, ballads, 340
- banking in, 342
- biographical data on, 225-226
- clans and tartans, 376-377
- geographic data on, 307
- law of, 481
- museums in, 521
- place names of, 528
- regiments of, 376
- Roman Catholic Church in, 593
- Scotland (Finlay), 307
- Scotland (Fraser), 307
- Scottish dialect, dictionaries of, 110, 132
- Scottish Engravers, 240
- Scottish National Dictionary, 132
- Screen World, 519-520
- sculptors, 255
- sculpture, 600
- contemporary, 255
- photo-reproductions of, 203
- seals, state, 287-288
- seamanship, 351, 533
- Searching for Your Ancestors, 436
- Sears List of Subject Headings, 485
- sea shells, 604
- seashore, animals of, 324
- Sea Treasure, 604
- secondary schools. See HIGH SCHOOLS
- La seconde guerre mondiale*, 647
- secretarial science, 601
- accounting for, 313
- business machines, 362
- business schools, 361-362
- correspondence, 386
- dictionaries for, 107-110
- filing, 418
- grammar, 440-441
- legal stenographers, 481
- The Secretary's Handbook*, 441, 577, 601
- Secretaryship as a Career Field, 601, 641
- securities, 471-472
- A Selected and Annotated Bibliography of Books and Periodicals in Western Languages Dealing with the Near and Middle East*, 283, 452
- Selected Bibliography on the Negro*, 535
- Selected Readings in Occupational Information*, 641
- Selected United States Government Publications*, 187
- A Select List of Books on European History*, 451
- A Select List of Books on the Civilizations of the Orient*, 279, 325, 327, 332
- seminaries, degrees and hoods of, 392
- Protestant, 381
- Roman Catholic, 379
- Semitic languages, 478
- sequence novels, 417
- Serbo-Croat-English, *English-Serbo-Croat Dictionary*, 132
- Serbo-Croat-English, *English-Serbo-Croat Military Dictionary*, 132
- Serbo-Croatian Folk Songs*, 426
- serials. See PERIODICALS
- Serial Titles Newly Received*, 140
- service industries, 359, 601
- automotive, 337
- census of, 361
- hotels and motels, 461
- 700 Chinese Proverbs, 569-570
- sewage disposal, building of systems, 375
- sewing, 602
- dress, 400-401
- needlecraft, 535
- textiles, 623
- sex, 602-603
- in child development, 371-372
- language of, 113-114
- Sex after Forty*, 602
- Sex and the Statutory Law*, 602
- Sexual Adjustment in Marriage*, 602
- Sexual Behavior in the Human Female*, 602
- Sexual Behavior in the Human Male*, 603
- Shakespeare, 603-604
- heraldry of, 445
- plays, bibliographies of, 492
- quotations from, 579-580
- A Shakespeare Companion, 1550-1950*, 603
- Shakespearean Synopses*, 604
- Shakespeare in the Theatre, 1701-1800*, 603-604
- Shakespeare's Heraldry*, 445, 604
- The Shaping of Our Alphabet*, 322, 566
- Sheffield silver, 607
- The Shell Book*, 604
- Shelled Creatures and Geological History*, 437, 604
- shells, 604
- Shepherd's Historical Atlas*, 268
- shipbuilding, 501, 605
- boat repair, 351
- figures in, 244
- naval, 534
- Shipbuilding Terms*, 501
- shipping, 605
- abbreviations used in, 118
- Canadian, 299
- of dangerous materials, 595
- figures in, 244
- insurance data, 467
- investment data on, 630
- maritime law, 481
- ports and harbors, 564
- schedules, 582
- trade and commerce, 626-628
- The Shipping World Year Book & Who's Who*, 244, 501, 605
- Ship Recognition: Merchant Ships*, 605
- Ship Recognition: Warships*, 534
- ships, 605-606
- flags of, 422
- naval, 534
- navigation, 533
- Ships and Aircraft of the United States Fleet*, 320, 534
- Ships of Steam*, 605-606
- Ships of the Cunard Line*, 606
- Ships of the P & O Line*, 606
- shopping in Europe, 282
- A Short Biographical Dictionary of Foreign Literature*, 233
- A Short Chronology of American History, 1492-1950*, 391
- A Short Dictionary of Architecture*, 329, 356
- A Short Dictionary of Furniture*, 241, 431-432
- Short Dictionary of Mythology*, 236, 528
- A Short Dictionary of Weaving*, 643
- Shorter Encyclopedia of Islam*, 518
- Shorter French and English Dictionary*, 126
- Shorter Oxford English Dictionary on Historical Principles*, 108
- A Short Guide to Chemical Literature*, 370
- Short History of Science*, 599
- Short History of the Far East*, 451
- Short History of World War I*, 646
- Short Italian Dictionary*, 129
- short stories, 606
- for children, 374
- Short Story Index*, 606

- shrubs, 633-634
in gardens, 433-435
Shrubs and Vines for American Gardens, 633
Siam. See THAILAND
Siamese Cat Book, 365
signaling, flags used in, 605
signs and symbols, 606-607
in abridged dictionaries, 107, 109-110
insignia, 635
lists of, 118
in medicine, 131
scientific and technical, 599
table of, 106
trademarks, 629
silk, 607
silver, 607
antique, 326
cutlery, 389
hallmarks, 443
Simon's Directory of Theatrical Materials, Services and Information, 624
A Simplified Guide to Statistics, for Psychology and Education, 408, 572, **615-616**
Singapore, travel data on, 284
singers, biographical data on, 245-247
operatic, 248-249
The Singer Sewing Book, 602
singing, 611
opera, 539-540
singing games, 390
Sixth Year: Pakistan-1953, 306
Sixty Years of Best Sellers, 1895-1955, 344
skiing, 607
skin, care of, 392-393
Skin Diver's and Spearfisherman's Guide to American Waters, 421, 607
skin diving, 607-608
Skin Diving and Exploring Underwater, 608
Ski New Horizons, 607
slang, in dictionaries, 101
dictionaries of, 113-114
new words, 119
Spanish, 133-134
of the stage, 625
synonyms and antonyms, 114-115
of World War II, 647
Slang, Today and Yesterday, 114
Slavic languages, 131, 132
Slavic literature, 495
Slavic music, 526
Slavic peoples, general data on, 282
Slavonic Encyclopedia, 227, **282**, 382, 383, 390, 401, 526
Slavonic languages, guide to, 479
sleep, 343
children's problems, 371
slides, sources of, 203, 336
slogans, 520
political, 562
of World War II, 647
Slovak-English Dictionary, 132
Slovak Folk Art, **332**, 329, 401
Slovak literature, 495
Slovaks, folks songs of, 426
Slovene-English Dictionary, 132
Small Arms of the World, 443
small business, 359, 361
Small Business Bibliography, **361**, 511, 601
Smith's English-Latin Dictionary, **130**, 236, 278
Smithsonian Institution, 189, 522
"Smithsonian Scientific Series," 599
snakes, 590, 608
rattlesnakes, 583
Snakes as Pets, 608
soaps, 584
soccer, 608
The Social History of Art, 333
social science, 608-609
bibliographical citation in, 43
bibliography of, 171
in Latin America, 282
organizations, 542-545
international, 468-469
periodicals on, 139-141
indexes to, 147, 152-153
terms of, 407
in U.S.S.R., 309
Social Science Abstracts, 609
social scientists, 239, 255
Jewish, 242
social security, 609-610
Social Security Almanac, 610
social service, 610
adoption agencies, 314
agencies, publications of, 143
for the blind, 350-351
directories of, 181
foundations for, 429
organizations, 542-545
philanthropy, 552
social work, schools of, 596-597
Social Work Year Book, 143, 544, **610**
sociology, 610-611
softball, 343
soil conservation, 383
solar energy, 611
Soldiers of the American Army 1775-1954, 635
solitaire, 364
Some Prominent Swedish Companies, 361
Song Index, 611
songs, 611
ballads, 340
songs, carols, 374
college, 524
folk songs, 425-426
hymns, 462
state, 287-288
theme songs, 524
music, 522-526
of World War II, 114
sororities, 430
sound, acoustics, 313-314
dictionary of, polyglot, 122
high fidelity, 446-447
recording, 584-586
Source Book for African Anthropology, 325
A Source Book in Animal Biology, 649
A Source Book in Chemistry, 1400-1900, 370
A Source Book in Mathematics, 504
A Source Book in Physics, 556
Sourcebook on Atomic Energy, 335
A Source List of Selected Labor Statistics, 477
Source Materials in Public Administration, 573
Source Materials on Korean Politics and Ideologies, **305**, 452, 632
Sources and Documents Illustrating the American Revolution, 1764-88, and the Formation of the Federal Constitution, **323**, 395
Sources of Business Information, **172**, 196, 361, 405, 551
Sources of Free and Inexpensive Pictures for the Classroom, 201
Sources of Free and Inexpensive Teaching Aids, 196
Sources of Free Pictures, 201
Sources of Information: A Handbook on the Publications of the League of Nations, **197**, 482
Sources of Information and Unusual Services, 172, 190, **196**, 264
Sources of Information on State and Local Governments, **191**, 438
South, the, folklore of, 425
gardening in, 433-434
geographic data on, 288-289
history of, 455
who's who in, 220
South Africa, Union of, biographical data on, 222
geographic data on, 308
guide to, 277
periodicals, 140

INDEX

- South Africa*, 308
South African Who's Who, **222**, 308
 South America. See LATIN AMERICA
South American Handbook, 282–283
South and Central Africa, 276
South and East African Year Book and Guide, 277
South Carolina, 294
South Carolina Legislative Manual, 294
South Dakota, 294
Southeast Asia, 279
Southeastern Excursion Guidebook, 289
Southern Asia, 279
Southern Bavaria, 301
The Southern Garden Book, 434
 Southwest, the, gardening in, 434
 geographic data on, 288–289
 Indians of, 464
 literature of, 489
 who's who in, 220
Southwest Gardening, 434
So You Want to Start a Picture File, 201
 Spain, art, history of, 332
 biographical data on, 83, **222**, 227
 geographic data on, 272, 307
 history of, 453
Spain (Martin), 307
Spain (Ogrizek), 307
Spain and Portugal (Baedeker), 307
Spain and Portugal (Fodor), 307
Spain and Portugal (Ogrizek), 307
Spanish Dictionary, 133–134
Spanish-English Chemical and Medical Dictionary, **134**, 370, 510
Spanish-English Comprehensive Technical Dictionary, **133**, 621
 Spanish language, bibliography of, 133
 dictionaries of, 132–134, 411
 business, 358
 polyglot, 83, 121–122
 encyclopedias, 83
 food terms, 384
 grammar of, 441
 ordnance terms, 515
 packaging terms, 546
 technical terms, 505
 Spanish literature, 495
 authors of, 232
 Latin-American, 494
 Mexican, 494
 poetry, 561
The Spanish Vest Pocket Dictionary, 134
Speaker's Encyclopedia of Stories, Quotations and Anecdotes, **574**, 580
Speaker's Handbook of Epigrams and Witticisms, **574**, 580
Speakers' Illustrations for Special Days, 458, **574**, 580
 speaking. See PUBLIC SPEAKING
Special Days, Weeks and Months, 361, **458**
 specialists. See EXPERTS
 special libraries, 34, 193–194, 483–485
Special Libraries, 188
 Special Libraries Association, 194, 484, 485
 directory of, 243, 484
Special Library Resources, 194, **485**
The Spectator's Handbook, 614
Speech Index, 574
Speech Index 1935–1955, 574
The Speechmaker's Complete Handbook, 217, **574**
 speleology, 365
 organizations, 543
 spelling, 106, 611–612
 Anglo-American differences, 100
 dictionary practices, 99–101
 of geographic names, 275–276
 rules of, 43
 spices, 612
The Spider Book, 612
 spiritualism, 553
 psychic research, 571
 spirituals, 524
 Spitsbergen, geographic data on, 303
Sponsor All-Media Evaluation Study, **316**, 355
 sports, 92, 93, 432, 612–614
 biographical data on, 234, 235, 240, 241, 256
 in periodicals, 138
 for Boy Scouts, 354
 champions in. See CHAMPIONS
 IN SPORTS
 chronology of, 391
 in Latin America, 283
 literature of, 231
 questions about, 95
 records in. See RECORDS
 rules of, 95
 slang of, 113
 winter, 645
Sports and Classic Cars, 338
Sports Cars, 338
Sportsmen's Pictorial Encyclopedia of Guns, Hunting and Fishing, 421, 443, **462**
Square Dance!, 614
The Square Dancer's Guide, 614
 stagecraft, 623–625
 stage design of ballets, 341
 stage designers, 256–257
A Stamp Collector's Encyclopedia, 614
 stamps, collecting, 614–615
 as illustrations, 79
 postal service, 565
Standard Advertising Register, **228**, **316**, 500, 628
Standard Aircraft Handbook, 339
The Standard American Encyclopedia, 73
Standard Book of Fishing, 462
Standard Book of Household Pets, 552
Standard Book of Sewing, 602
Standard Catalog for High School Libraries, **169**, 485
Standard Catalog for Public Libraries, **169**, 485–486
 biography section, 212
Standard Catalogue of Postage Stamps of the World, 614–615
Standard Catalogue of United States Coins from 1652 to Present Day, 378
Standard Concert Guide, 618
Standard Cyclopedic of Horticulture, 558
Standard Dictionary of Canadian Biography, 221–222
Standard French and English Dictionary, 126
Standard Guide to Mexico and the Caribbean, 280
Standard Handbook for Accountants, 313
Standard Handbook for Electrical Engineers, **410**, 411
Standard Handbook for Secretaries, 386, 441, 565, 577, **601**, 612
Standard Handbook of Prepositions, Conjunctions, Relative Pronouns and Adverbs, **114**, 441
Standard Handbook of Stamp Collecting, 615
The Standard Handbook of Textiles, 623
Standard Nomenclature of Diseases and Operations, **510–511**, 617
Standard Paper Money Catalogue, 378
Standard Plant Names, 558
Standard Postage Stamp Catalogue, 615
Standard Price List of United States Coins and Currency, 378
Standard Rate and Data Service, 140, **316**

- Standards for Psychiatric Hospitals and Clinics*, 461
- Standards of Practice for Private Business Schools*, 361–362
- Star Atlas and Reference Handbook*, 334
- The Stars—A New Way to See Them*, 334
- State and National Correction Institutions of the United States of America, Great Britain and Canada*, 387
- The State as Publisher*, 197
- State Finances*, **438**, 619
- state governments, general data on, 285, 290–297, 438
- officials of, 251
- publications, 190–192
- State Industrial Directories*, 181
- State Law Index*, 483
- State Names, Flags, Seals, Songs, Birds, Flowers, and Other Symbols*, **288**, 422, 520, 530
- state parks, descriptions of, 286, 363
- states, U.S., basic data on, 272, 287
- bond issues, 472
- court calendars, 481
- documents of, 395
- educational systems, 407–408
- first facts on, 419
- flags of, 422
- geographic data on, 289–296
- historical chronologies of, 66
- history of, 453
- hospital systems, 570
- hunting regulations, 462, 552
- library systems, 483
- marketing data on, 286
- names, origins of, 530
- voting laws, 409
- Statesman's Year-Book*, **272**
- government in, 440, 563
- newspapers listed in, 536
- religious data in, 589
- statistics in, 639
- trade data in, 627
- State Social Security Laws*, 610
- Statistical Abstract of Ceylon*, 299
- Statistical Abstract of Ireland*, 304
- Statistical Abstract of the United States*, **288**, 616, 639
- Statistical Services of the United States Government*, **185**, 616
- Statistical Summary of the Mineral Industry*, 517
- Statistical Yearbook*, **616**, 639
- Statistical Yearbook; Annuaire statistique*, 272
- Statistical Year-book of the League of Nations*, **272**, 482, 639
- statistics, 615–616
- statistics, in almanacs, 90–94
- in encyclopedia annuals, 86–89
- sources of, 185
- in telephone directories, 177–178
- U.S., general, 288
- historical, 287
- world, annual, 272
- see also CENSUSES; VITAL STATISTICS
- Statistisches Handbuch für die Republik Österreich*, 297
- Statistisches Jahrbuch für die Bundesrepublik Deutschland*, 301
- The Statutes at Large of the United States*, 483
- Stedman's Medical Dictionary*, 511
- steel, 375, 472
- steel engravings, 412
- engravers of, 240
- stenography, 601
- stock exchange, abbreviations used, 118
- stocks, 471–472
- Stokes Collection, 309
- stones. See ROCKS
- A Storehouse of Antiques*, 327
- Stories of Shakespeare's Comedies*, 604
- Stories of Shakespeare's English History Plays*, 604
- Stories of Shakespeare's Tragedies*, 604
- Stories of the Great Operas and Their Composers*, 249, **540**
- Story of American Railroads*, 583
- The Story of Architecture in America*, 329
- The Story of Art*, 333
- The Story of Cutlery*, 389
- Story of Modern Art*, 333
- The Story of Money*, 378
- The Story of 100 Symphonic Favorites*, 618
- The Story of Our Time*, 89
- Story of Religion in America*, 589
- The Story of Spices*, 612
- Story of the Minerals*, 516
- stores, retail, 511
- Strange Customs, Manners, and Beliefs*, **414**, 427
- Straw Hat!*, 624
- Street-names of the City of London*, **302**, 530
- streets, London, 302
- of U.S. cities, maps of, 268–269, 296
- of world cities, maps of, 274
- stress analysis, 512
- Strong's Exhaustive Concordance of the Bible*, 346
- Stroud's Digest on the Diseases of Birds*, **350**, 638
- structural engineering, 329
- Stud Book Register*, 397
- student loans, 595–596
- Student's Concise Anglo-Bengali Dictionary*, 123
- A Student's Manual of Bibliography*, **44**, 169
- Study Abroad*, **596**, 631
- study aids in general encyclopedias, 57
- The Study of the History of Mathematics*, 244, **504**
- The Study of the History of Science*, 599
- Sturgis Standard Code of Parliamentary Procedure*, 549
- Style Book*, *New York Times*, 536
- Style Manual*, Government Printing Office, **44**, 111, 441, 479, 568, 576, 577
- Subject and Title Index to Short Stories for Children*, **374**, 606
- Subject Guide to Books in Print*, 162
- Subject Guide to Reference Books*, 172
- Subject Guide to United States Government Publications*, 190
- Subject Headings: A Practical Guide*, 486
- Subject Headings Used in the Dictionary Catalogs of the Library of Congress*, 97
- Subject Index to Books for Intermediate Grades*, **169**, 409
- Subject Index to Books for Primary Grades*, **169**, 409
- Subject Index to Children's Plays*, **374**, **400**
- Subject Index to Periodicals*, 148
- Subject Index to Poetry*, 560
- Subscription Books Bulletin*, **158–159**, 172
- subways, 583
- Successful Marriage*, 603
- succulent plants, 363
- Sudan, biographical data on, 222, 223
- The Sulphur Data Book*, 616
- Summary of Recent Economic Developments in the Middle East*, 405
- summer camps. See CAMPS AND CAMPING
- summer theater, 624
- sun, energy from, 611
- Sun and the Welfare of Man*, **514**, 611
- sunrise-sunset tables, 334
- Sunset Seasonal Garden Guide and Record Book*, 434–435
- Sunset Western Garden Book*, 434
- Superintendent of Documents, 187
- superlatives, 586

INDEX

- superstitions, 424-425, 616-617
 - about birthdays, 350
 - dictionary of, 95
 - origins of, 413
- Supreme Court, U.S., 78, 617
- Surgeon General's Office, U.S.,
 - library catalogue, 509
- surgery, 509, 617
 - neurosurgery, 570
 - nursing in, 537
- Surnames, 529
- surveying, 375
- A Survey of European Civilization*, 451
- Survey of U.S. Ports*, 564
- Svenska Aktiebolag*, 361
- Svenskt biografiskt lexikon*, 227
- Swan's Anglo-American Dictionary*, 108
- Swaziland, geographic data on, 308
- Sweden, air force of, 320-321
 - biographical data on, 227
 - business firms in, 361
 - geographic data on, 307
- Sweden*, 307
- Swedish-English, English-Swedish Dictionary*, 134
- Swedish language, dictionary of, 134
 - polyglot, 121
 - food terms, 384
- Swedish literature, 495
- Sweet's File*, 500, 628-629
- swimming, 617
 - skin diving, 607-608
- swimming pools, building of, 356
- Swiss dialects, dictionaries of, 134
- Switzerland, biographical data on, 82, 227
 - encyclopedia of, 82
 - geographic data on, 307
 - museums in, 332, 522
 - periodicals, 140
- Switzerland* (Baedeker), 307
- Switzerland* (Fodor), 307
- Switzerland* (Martin), 307
- Switzerland* (Ogrizek), 307
- A Syllabus of United States History*, 456
- symbolism, 606
 - see also SIGNS AND SYMBOLS
- Symbols, Signs, and Signets*, 606-607
- symphonies, 617-618
 - conductors, 237
 - music, 522-526
- synagogues, 274, 287, 630-631
- syndicates, news, 535-536
- synonyms and antonyms, in dictionaries, 102, 105-109
 - dictionaries of, 114-115
 - French, 125
 - synonyms and antonyms, lists of, 118
 - of special words, 119
- syntax, 119, 440
- synthetic substances, 618
 - organic compounds in, 369
 - plastics, 558-559
 - textiles, 623
- Syria, biographical data on, 223
- Systematic Survey of Treaties for the Pacific Settlement of International Disputes, 1928-48*, 632
- The System of Mineralogy*, 516
- Tables of Food Values*, 427, 538
- tableware, 389
 - pewter, 552
 - porcelain, 563-564
 - silver, 607
- tabular data in reference works, 23, 77
- Tahiti, travel data on, 284
- Taiwan. See FORMOSA
- Taiwan: A Geographical Appreciation*, 301
- Tamil-English Dictionary*, 134
- Tamil Lexicon*, 134
- Taoism, sacred literature of, 589
- tape recordings, educational, 336
- The Tartans of the Clans and Families of Scotland*, 376-377
- taxation, 563, 618-619
 - customs and duties, 389
 - of petroleum, 551
 - state, 285
- taxonomy, 339-340
- Taylor's Encyclopedia of Gardening, Horticulture, and Landscape Design*, 430, 435, 466, 544
- Taylor's Garden Guide*, 435
- teachers. See EDUCATORS
- teachers' colleges, 380
- The Teacher's Word Book of 30,000 Words*, 119
- teaching aids, audio-visual, 335-336
 - graphic information, 199-203
 - sources of, 195-196
- Technical Book Review Index*, 159-160, 621
- The Technical Report*, 44
- technical terms, dictionaries of, 620-621
 - French-English, 125
 - German-English, 126-127
 - interlingual, 120
 - polyglot, 122, 360
 - Portuguese-English, 131
 - Russian-English, 132
 - Spanish-English, 133
 - Tamil-English, 134
 - Turkish-English, 135
- technical terms, new, 119
 - spellings, 611-612
 - synonyms of, 115
- technology, 619-622
 - abbreviations used in, 118
 - bibliography of, 165, 168-169
 - current books, 160, 162
 - book reviews, indexes to, 158-160
 - German literature on, 127
 - laboratories, 478
 - organizations, 544
 - papers and reports on, 44
 - periodicals on, 139-143
 - indexes to, 148-151
 - prizes and awards, 568
 - schools, 596
- teen-agers, 602
 - jargon of, 113
 - social guide for, 415
- teeth, care of, 392
- telephone directories, 175-179
 - alphabetization in, 17
- telescopes, 334
- television, 622
 - advertising rates in, 315-316
 - broadcasting, 354-355
 - drama, 398-400
 - news broadcasters, 247
 - periodicals on, indexes to, 150
 - personalities in, 256
 - stations, newspapers owned by, 142
 - terms defined, 339
- Television Advertising and Production Handbook*, 316, 622
- Television and Radar Encyclopedia*, 411, 622
- The Television Annual*, 256, 622
- Television Dictionary: Handbook for Sponsors*, 622
- Television Techniques*, 622, 648
- Ten Eventful Years: 1937-1946*, 647
- Tennessee*, 294-295
- Tennessee Blue Book*, 295
- tennis, 623
- Ten Years of United Nations Publications 1945 to 1955*, 198, 636
- Tercentenary Handlist of English and Welsh Newspapers, Magazines and Reviews*, 141
- terrariums, building, 532
- territories, U.S., geographic data on, 289-296
- Terry's Guide to Mexico*, 305
- Teutonic languages, basic vocabularies of, 112
- Teutonic mythology, 526-528
- Tewkesbury's Who's Who in Alaska and Alaska Business Index*, 220, 290

- Texas, biographical data on, 219
geographic data on, 295
Texas, 295
Texas Almanac and State Industrial Guide, 295
textbooks, as biographical sources, 211
lists of, 163
publishers of, 576
as reference works, 312
Textbooks in Print, 163, 409
textiles, 623
color in, 381
in dress, 400-401
in furniture, 431-432
in interior decoration, 468
weaving, 643
Thai-English Dictionary, 134, 308
Thailand, bibliography of, 134
geographic data on, 308
travel data on, 284
Thayer's Greek-English Lexicon of the New Testament, 346
theater, 623-625
bibliography of, 167-168
booking agencies, 246
costume, 400
drama. See DRAMA
Japanese, 304
periodicals on, indexes to, 150
personalities in, 256-257
stage designers, 238
Theater Pictorial, 624
Theatre, 624
Theatre and Allied Arts, 624
Theatre Annual, 624
The Theatre Book of the Year, 256, 624
The Theatre Dictionary, 624-625
Theatre Handbook and Digest of Plays, 257, 390, 399, 625
Theatre World Annual, 625
themes, musical, 523
vocal, 611
theme songs, 524
A Theological German Vocabulary, 127, 625
theological seminaries. See SEMINARIES
theology, 588, 625
German-English dictionary of, 127
Protestant, 569
Roman Catholic, 592-594
Thereby Hangs a Tale, 111
Thesaurus of Book Digests, 488
Thesaurus of English Words and Phrases, 115
Thesaurus of Orchestral Devices, 618
A Thesaurus of Spanish Idioms and Everyday Language, 134, 361
Thesaurus of the Arts, 230, 333, 390, 444, 488, 525
theses. See DISSERTATIONS
They Seek a Country, 253, 566
Thomas' Register of American Manufacturers, 500, 629
Thomson's Dictionary of Banking, 342, 481
Thorndike-Barnhart Comprehensive Desk Dictionary, 108-109
Thorndike-Barnhart Concise Dictionary, 108
Thorndike-Barnhart Handy Pocket Dictionary, 108
Thorndike-Barnhart Junior Dictionary, 108
Thorndike Century High School Dictionary, 109
Thorndike-Lorge word count, Spanish version of, 134
Thorpe's Dictionary of Applied Chemistry, 370
Thrum's Hawaiian Annual and Standard Guide, 291, 544
Tibetan language, dictionary of, 135
tide, tables and charts of, 264
Timbers of the New World, 633
time, 625
solar, 334
sunrise-sunset tables, 334
Time magazine, index, 145
The Times Atlas of the World, 271
Time-saver Standards, 329, 356, 412
Times Official Index, 145
timetables, airlines, 321
buses, 362
railroads, 582
shipping lines, 605
time zones, map of, 270
tipping, 428, 591, 630-632
Titles and Forms of Address, 314
toads, 590
Toaster's Handbook, 574
Tobacco Dictionary, 626
"Today": *The 19—Pocket Almanac*, 92, 141, 419, 461, 613, 629
Today's South, 289
Tokyo News Directory of Foreign Firms, 361
Tool Engineers' Handbook, 513, 626
tools, 626
drawings of, 411, 621
use of, 397-398
Tools for Bible Study, 346
A Topographical Dictionary of the Works of Shakespeare and His Fellow Dramatists, 604
toxicology, 561-562
Toxicology, or the Effects of Poisons, 562
toys, 372, 626
track and field sports, 626
tracks, animal, 324
tractors, repair of, 338
trade and commerce, 626-628
African, 276
Anglo-American, 301
atlases of, 269-270
biographical data on, 235-236
Canadian, 299
chambers of commerce, 366-367
commodities, 381
customs and duties, 389
directories of, 179-181
of Great Britain, 499
information sources, 194-196
Japan, foreign firms in, 361
organizations, 544-545
periodicals, lists of, 139-143
South American, 405
statistics of, 272, 405
U.S. firms abroad, 358
Trade and Professional Directories, 181
Trade Directories of the World, 181, 627-628
Trade-marks, 629
Trademarks of the World, 629
trade names, 628-629
advertising of, 316
of boats, 351
Canadian, 358
chemical, 368
consumer research ratings, 384
of drugs, 402-403
of manufacturers, 499
patents, 549-550
of plant equipment, 500
in printing, 566
of synthetic substances, 618
of welding equipment, 644
Trade-names Index, 629
trade unions. See LABOR AND LABOR UNIONS
trailers, 629
for boats, 351
trails, U.S., 285
Training the Dog, 397
Transcontinental Excursion Guide-book, 289
transcriptions, educational, 335-336
transportation, 629-630
air, 320-321, 338-339
automobiles, 337-338
in British Commonwealth, 280
buses, 362
in Latin America, 283
statistics, world, 272
in U.S., 287
maps of, 270
travel and tourism, 630-632

INDEX

- travel and tourism, in Africa, 277
 for bird watchers, 349
 camping, 363-364
 in Caribbean area, 280
 customs, 389
 dress for, 401
 in Europe, 281-282
 foreign exchange, 428
 guidebooks, 273-274
 hotels and motels, 461
 for Jews, 287
 in Latin America, 282-283
 in Pacific Ocean area, 283-284
 passports, 531
 pictorial guides to, 310
 pictures, indexes to, 201
 ships, 605-606
 state government publications, 190-191
 for students, 409
 study abroad, 380-381
 in U.S., 284-297
 winter sports resorts, 645
- Travel Routes around the World*, 606
- travels, literature of, 642
- Travel through Pictures*, 201, **310**
- A Treasury of American Folklore*, **424-425**, 426
- Treasury of American Superstitions*, 617
- A Treasury of Early American Homes*, 329
- A Treasury of Great Poems, English and American*, 250, **560**
- A Treasury of Irish Folklore*, **425**, 426
- A Treasury of Jewish Folklore*, **425**, 426
- A Treasury of Jewish Quotations*, 475, **580**
- A Treasury of Mexican Folkways*, 390, 414, **425**, 426
- Treasury of Names*, 529
- A Treasury of New England Folklore*, **425**, 426
- Treasury of New Zealand Fishes*, 420
- A Treasury of Opera Biography*, **249**, 540
- Treasury of Philosophy*, 250, **553-554**
- A Treasury of Railroad Folklore*, **425**, 426
- A Treasury of Slovak Folk Songs*, 426
- A Treasury of Southern Folklore*, **425**, 426
- A Treasury of the World's Finest Folk Songs*, 426
- A Treasury of Western Folklore*, **425**, 426
- treaties, 482-483, 632
 documents of, 92, 394-395
- treaties, Korean, 452
- Treaties and Other International Acts of the United States of America*, 632
- Treaty Series*, 632
- trees, 633-634
 arboretums, 558
 in forests, 428-429
 fruit, 430
 in gardens, 433-435
- Trees*, 633
- Trees and Shrubs Hardy in the British Isles*, 633
- Trees of the Eastern United States and Canada*, 634
- Tribune Almanac and Political Register*, 92
- Tropical and Subtropical Fruits*, 430
- Tropical Fish as a Hobby*, 634
- tropics, health in the, 508
- truck gardening, 317, 637
- trucking industry, 630
- trucks, 337-338
- tunneling, 630
- Turkey, geographic data on, 272, 308
- Turkish-English Dictionary*, 135
- turnpikes, maps of, 288
- Turtles of the United States and Canada*, 634
- TV Personalities: Biographical Sketch Book*, 256
- TWA Vacation Guide and World Atlas*, 274
- Tweetalige Woordeboek*, 123
- Twentieth Century Authors*, 233
- Twentieth Century Encyclopedia of Religious Knowledge*, 588
- 26 Letters, 322
- 20,000 Words, 109
- typewriters, 362
- typing, 601
- typography, 566, 576
 history of, 322
 of reference works, 11
- Tyrol and the Dolomites*, 297
- Ulrich's Periodicals Directory*, **141**, 143, 158
- Uncommon Wild Flowers*, 423
- The Underwater Guide to Marine Life*, **500**, 608
- The Underwater World*, 608
- underworld, language of, 113-114
- UNESCO Bulletin for Libraries*, 159
- uniforms, 635
 insignia, 506
 Scottish, 376
- Union List of Publications of International Congresses and Conferences, 1840-1937*, 469
- Union Catalogs in the United States*, 169
- union catalogues, 139-141, 143, 164-166, 168, 169
- Union List of Microfilms*, 169-170
- Union List of Newspapers, 1821-1936*, 141
- Union List of Serials in Libraries of the United States and Canada*, 141
 supplement to, 140
 technical supplement to, 143
- Union List of Technical Periodicals in Two Hundred Libraries of the Science-Technology Group*, **143**, 600, 621
- union lists of periodicals, 140-141, 143
- Union of South Africa. See SOUTH AFRICA, UNION OF
- Union of Soviet Socialist Republics (U.S.S.R.), air force, 320-321
 art of, 332
 Asiatic, 279
 atlas of, 271
 biographical data on, 227
 composers, 247
 constitution of, 282, 383
 encyclopedia of, 83
 geographic data on, 308-309
 government of, 308
 history of, 452-453
 medals and decorations, 506
 musicians, 247
 navy, 534
 press digested, 388
- U.S.S.R.: *A Concise Handbook*, 308-309
- unions. See LABOR AND LABOR UNIONS
- United Kingdom. See GREAT BRITAIN
- United Nations, 272, 469, 635-636
 audio-visual material on, 336
 biographical data on, 239, 257
 Charter, text of, 109
 constitution of, 563
 human rights activities, 375
 information sources, 198
 organizations supporting, 198, 545
Population and Vital Statistics Report, 275
 publications of, 189, 197-198
 representatives in, 239
 statistical data, 615-616
- United Nations Association Yearbook*, 272, **470**
- United Nations Current Publications*, 636
- United Nations Documents and Official Records*, **198**, 395

- United Nations Documents Index*, 198, 395, 636
- United Nations Pictorial*, 636
- The United Nations Primer*, 395, 636
- "United Nations Series," 276
- United States, biographical data on, 218-221
- general data on, 92, 93, 95, 272
- geographic data on, 277, 284-297
- government. See GOVERNMENT
- government publications, 183-190
- history, 453-456
- Americana, 322
- annual data on, 87, 92
- atlases of, 269, 285, 287-288
- Civil War, 376
- contemporary data on, 87
- officers of, 245
- dates of, 391
- diaries, 393
- documents, 394-395
- local, 436
- pictorial guide to, 94
- poetry of, 560
- political, 562-563
- questions about, 95
- Revolution, 323
- officers of, 245
- records of, 436
- source materials on, 141
- government publications, 188-189
- states, 289-297
- pictorial guide to, 310
- statistics, general, 288
- historical, 287
- United States*, 277
- The United States, 1865-1900*, 456
- The United States Air Force Dictionary*, 320
- United States Associations in World Trade and Affairs*, 470, 544-545, 628
- United States Catalog: Books in Print*, 1899, 170
- see also *Cumulative Book Index*
- United States Census of Agriculture: 1950*, 319
- United States Census of Business, 1948*, 361, 498, 627
- U.S. Citizens in World Affairs*, 469, 545
- United States Code*, 483
- United States Code Annotated*, 483
- United States Commemorative Coins, 1892-1939*, 378
- U.S. Government Organization Manual*, 143, 184, 189, 251, 439
- United States Government Publications*, 190
- United States in the Second World War*, 647
- The United States in World Affairs*, 388, 470
- U.S. Master Tax Guide*, 619
- U.S. Navy at War, 1941-1945*, 534, 647
- U.S. News and World Report*, index, 145
- United States of America*, 288
- U.S. Official Postal Guide*, 565
- U.S. Quarterly Booklist*, 159
- United States Railroad Administration Publications: A Bibliography*, 583
- United States Reference Publications*, 190
- United States since 1865*, 456
- United States to 1865*, 456
- United States Treaty Developments*, 632
- Unit Histories of World War II*
- United States Army, Air Force, Marine, Navy*, 647
- Universal Copyright Convention, 385
- Universal Decimal System, 165
- Universal Directory of Railroad Officials and Railway Yearbook*, 253, 583
- Universal Jewish Encyclopedia*, 475
- biographical data in, 242
- geographic data on, 276
- historical data in, 452
- Universal Pronouncing Dictionary of Biography and Mythology*, 217, 527, 529
- Universal World Reference Encyclopedia*, 73, 265, 378
- universities. See COLLEGES AND UNIVERSITIES
- Universities in Adult Education*, 315
- Universities of Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, Panama*, 380-381
- Universities of Mexico*, 380-381
- Universities of Paraguay and Uruguay*, 380-381
- Universities of the World Outside U.S.A.*, 381
- University Debaters' Annual*, 391
- Unusual Words and How They Came About*, 112
- The Uranium Prospector's Guide*, 517
- Urban Real Estate*, 583
- Urdu language, dictionary of, 135
- urology, 510
- Uruguay, biographical data on, 222
- Uruguay, universities, 380-381
- usage of words, 118-119, 440-441
- German, 127
- guide to, 119
- idiomatic, 113-114
- The USA in Color*, 310
- Useful Drugs*, 403-404
- Uses and Applications of Chemicals and Related Materials*, 503
- U.S.-iana (1700-1950)*, 456
- Utah, 295
- Utah, the State and Its Government*, 295
- Vacation Guide*, 191, 277-278, 461, 631
- Vacations Abroad*, 381, 409, 631-632
- valentines, 636
- Van Goor's Concise Indonesian Dictionary*, 129
- Van Nostrand Chemists' Dictionary*, 370
- Van Nostrand's Scientific Encyclopedia*, 412, 600, 622
- Variety Music Cavalcade, 1620-1950*, 563
- varnishes, 548
- Vasari's Lives of the Artists*, 230, 333
- Vegetable Encyclopedia and Gardener's Guide*, 435, 446, 637
- vegetables, 637
- gardening, 433-435
- Vem är det*, 227
- venereal diseases, 393
- Venezuela, biographical data on, 222
- ventilating, 444-445
- air conditioning, 319
- Vergleichendes Wörterbuch der gotischen Sprache*, 127-128
- Vermont, 295
- versification. See POETRY; RHYMES
- Vertebrate Body*, 323
- vertebrates, 649
- Vertical File Index*, 163, 196, 202
- vertical files, 34
- vestments, 400
- veterans' affairs, 637
- educational benefits, 380
- Veterinary Drug Encyclopedia and Therapeutic Index*, 404, 638
- Veterinary Guide for Farmers*, 638
- veterinary medicine, 637-638, 640
- birds, 350
- cats, 365
- dogs, 396-397
- drugs, data on, 402-404
- pets, 551-552

INDEX

- veterinary medicine, rabbits, 581
 Spanish-English dictionary of, 370, 510
 training for, 508
The Victor Book of Ballets and Ballet Music, 341, 586
Viet-Anh Thong-Thoai Tu-Dien; Vietnamese-English Conversation Dictionary, 135
The Viking Book of Folk Ballads of the English-speaking World, 340, 586
 vines, 633
 viniculture, 644-645
 Virginia, 295
 visual aids. See AUDIO-VISUAL AIDS
 vital statistics, 638-639
 of Africa, 276-277
 of Austria, 297
 of Canada, 299
 of France, 301
 of Germany, 301
 of Ireland, 304
 of Italy, 304
 of Japan, 304
 publications on, 286
 quarterly report on, 275
 of South Africa, 308
 of U.S.S.R., 308
 world data on, 271
 vitamins, 507, 639
 in canned foods, 427
 charts of, 510
Vitamins, 639
 vocabularies, word frequency tables, 119
 vocations and vocational guidance, 639-642
 adult education, 314-315
 of the blind, 350-351
 business schools, 361-362
 college placement bureaus, 379
 directories of, 181
 language of, 113
 occupations in Bible times, 345
 periodicals on, indexes to, 152
 personnel management, 550-551
 professional schools, 379-381
 for retirement, 591
 schools, 596-597
 "Vocational and Professional Monograph Series," 641
Vocational Training Directory of the United States, 597, 641
Vocations in Fact and Fiction, 641-642
Vogue's Book of Etiquette, 386, 415
Volcanoes: New and Old, 642
 volleyball, 443
The Volume Library, 79-80
 bibliographies in, 157
 as biographical source, 214
 dictionary in, 109
The Volume Library, geographic data in, 266
 voting, qualifications for, 409
 voyages, 642
 wages, 477
Walden's ABC Guide and Paper Production Yearbook, 250, 548, 578, 629
 Wales, biographical data on, 225-226
 directories, 180
 folklore of, 424
 names, 225, 529
 periodicals, 141
 wallpaper, hanging of, 468
Wall Street Journal, foreign exchange data, 428
The War, 647
The War in Maps, 647
War in Outline: 1914-18, 646
 wars and warfare, 642
 battles, maps of, 268
 military science, 514-515
 naval, 534
 questions about, 95
 railroads in, 582-583
 U.S., atlas of, 287
 World War I, 646
 World War II, 646-647
War through the Ages, 642
 Washington, geographic data on, 295
 Washington, D.C., general data on, 296-297
 guidebook of, 288
Washington, D.C., 297
The Watch and Clock Maker's Handbook, Dictionary and Guide, 643
 watches and clocks, 642-643
 antiques, 326
 astronomical, 334
 makers of, 257, 431
Watchmakers and Clockmakers of the World, 257, 643
 water, conservation of, 383
 water birds, 348
 watermarks, 607
 weather, 513-514
 folklore of, 425
Weather around the World, 514
Weather Glossary, 514
Weather Lore, 425, 514, 580
 weaving, 643
 rugs, 594
Webster's Biographical Dictionary, 217, 254
Webster's Dictionary of Synonyms, 115
Webster's Elementary Dictionary, 109
Webster's Geographical Dictionary, 267
Webster's New Collegiate Dictionary, 109, 115, 440
Webster's New International Dictionary of the English Language, 105-106, 328
 as biographical source, 215, 528
 gazetteer section in, 266
 grammar data in, 440
 mythology in, 526
 science data in, 503, 597
Webster's New World Dictionary of the American Language, 109-110
Webster's Students Dictionary, 109
Wedding Etiquette Complete, 415
 weddings, 414-415
Weeds, 643
 "weeks," 457-458
 weight, prediction of, 372
Weightlifting, 643
 weights and measures, 644
 conversion tables of, 122, 272, 504, 632
 of food, 384
 foreign, 358
 French terms for, 507
 of jewels, 473
 Polish-English, 131
 tables of, 93, 109-117, 467
 welding, 644
The Welding Encyclopedia, 644, 513
Welding Handbook, 644
Wer ist Wer?, 225
Wer ist Wer in Europa?, 224
Wer ist Wer in Österreich, 224
 West, the, artists of, 230
 birds of, 348-349
 campsites in, 364
 cowboys, 386
 flora of, 557
 folklore of, 425
 gardening in, 433-435
 historical atlas of, 288
 history of, 455-456
 reptiles and amphibians of, 590
 who's who in, 220
Western Campsite Directory, 364, 531
Western European Painting of the Renaissance, 547
The Western Film Annual, 245, 520
Western Germany, 301
 West Indies, 280
 ballads, 340
 geographic data on, 278, 280
 hotels in, 461
 insects of, 398
The West Indies and Caribbean Yearbook, 280
The Westminster Dictionary of the Bible, 346

- Westminster Historical Atlas of the Bible*, 280
- The Westmore Beauty Book*, **343**, 386, 393
- West Virginia*, 295
- West Virginia Blue Book*, 295
- Wharton's Law-lexicon*, 481
- What Is Happening in Our Wonderful World*, 71
- What People Wore*, 401
- What to Read Guide*, 642
- What to Say & How to Say It*, 386, 574
- What to Wear Where*, 401
- What, When, Where and How to Drink*, 322
- When and Where in Italy*, 304
- When Did It Happen?*, 391
- Where to Buy Supplies for Educational Institutions*, 409, 576, **578**
- Where to Find New Trade Names*, 629
- Where to Go for U.N. Information*, **198**, 336, 545, 636
- Where to Retire and How*, 591
- Where to Sell Handicrafts*, **444**, 511
- Whitaker's Almanack*, **92-93**, 141
arts in, 333
as biographical source, 215, 226
broadcasting data in, 355
colleges in, 381
economic data in, 389, 628
geographic data in, 266
- Whitaker's Five-year Cumulative Book List, 1948-1952*, 170
- White's Conspectus of American Biography*, **220**, 436
- White's Political Dictionary*, 470, **563**
- Whitla's Dictionary of Medical Treatment*, 511
- Who Knows—and What*, 217
- Who's Important in Medicine*, 244
- Who's Where*, 257, **625**
- Who's Who*, 226
- Who's Who among Association Executives*, 249
- Who's Who in Allergology*, **228**, 545
- Who's Who in America*, 220
keyed to *Who Knows—and What*, 217
- Who's Who in American Art*, **230**, 333
- Who's Who in American Education*, 239
- Who's Who in American Jewry*, 243
- Who's Who in Art*, 230
- Who's Who in Australia*, 224
- Who's Who in Austria*, 224
- Who's Who in Aviation*, 234
- Who's Who in Baseball*, 234
- Who's Who in Belgium*, 224
- Who's Who in Canada*, 222
- Who's Who in Central and East Europe*, 224
- Who's Who in Chicago and Vicinity*, 220
- Who's Who in China*, 223
- Who's Who in Colored America*, 247
- Who's Who in Commerce and Industry*, **235-236**, 361
- Who's Who in Egypt and the Near East*, 223
- Who's Who in Engineering*, 240
- Who's Who in France*, 225
- Who's Who in Germany*, **225**, 545
- Who's Who in India*, 223
- Who's Who in India, Burma, and Ceylon*, 223
- Who's Who in Industrial Medicine*, 245
- Who's Who in Insurance*, 241
- Who's Who in Italy*, 226
- Who's Who in Labor*, 243
- Who's Who in Latin America*, 222
- Who's Who in Library Service*, 243
- Who's Who in Literature*, 233
- Who's Who in Modern China*, **223**, 300
- Who's Who in New England*, 220
- Who's Who in New York*, 221
- Who's Who in New Zealand*, **224**, 306
- Who's Who in Philosophy*, 250
- Who's Who in Polish America*, 250
- Who's Who in Railroading in North America*, 253
- Who's Who in Spain*, 227
- Who's Who in Switzerland*, 227
- Who's Who in the East*, 220
- Who's Who in the Free Churches*, **253**, 569
- Who's Who in the Midwest*, 220
- Who's Who in the Philippines*, 223-224
- Who's Who in the South and Southwest*, 220
- Who's Who in the Theatre*, 257
- Who's Who in the United Nations*, **257**, 636
- Who's Who in the West*, 220
- Who's Who in United States Politics and American Political Almanac*, 251
- Who's Who in World Aviation*, 234
- Who's Who in World Jewry*, 243
- Who's Who, Jamaica, British West Indies*, 222
- who's whos, use of, 210-211
- Who Was When?*, **218**, 449
- Who Was Who*, 226
- Who Was Who in America*, 221
- Who Was Who in Egyptology*, 239-240
- who was whos, use of, 211
- Who Wrote It?*, 488
- Why You Say It*, 112
- Wie ist dat?*, 226
- Wild Animals In and Out of the Zoo*, **325**, 350
- Wild Animals of North America*, 325
- wild flowers, 423, 532
- Wildflowers: How to Know and Enjoy Them*, 423
- Wild Flowers of America*, 423
- wildlife, conservation of, 383, 421
hunting of, 462
as pets, 551
photography of, 554
refuges for, 533
- Wildlife of the Pacific Northwest*, **325**, 350
- Williamsburg, Va., restorations at, 329
- wills, 481
- Wilson Library Bulletin*, 159
- wines, 322, 644-645
- Winkler Prins' algemeene Encyclopaedie*, 81
- The Winston Dictionary College Edition*, 110
- The Winston Dictionary Encyclopedic Edition*, 110
- The Winston Dictionary for Children*, 110
- The Winston Home, School and Office Dictionary*, 110
- winter sports, 645
skiing, 607
- Winter Sports in Europe*, 645
- Wisconsin, 295
- Wisconsin Blue Book*, 295
- The Wise Encyclopedia of Cookery*, 322, 385, **427**, 446, 538
- witchcraft, 238, 497
- Witchcraft Today*, 425, **497**
- A Woman of the Century*, 257
- Woman's Guide to Europe*, **282**, 631
- women, 645
in the armed forces, 414, 641
of the Bible, 235
biographical data on, 257
colleges for, 380
First Ladies, 240
medical guide for, 508
organizations, 543
scientists, 255
- Women: The Variety and Meaning of Their Sexual Experience*, 603
- The Wonderful World of Books*, 488

INDEX

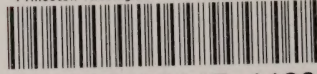
- Wonderland of Knowledge*, 73-74, 157, 265
 annual supplement, 89
 "Hobbies Book," 456
 wood, 646
 forestry, 428-429
 trees, 633-634
 woodpulp, 548
Wood Handbook, 646
Wood's Unabridged Rhyming Dictionary, 116, 560
 woodworking, finishing, 548
 terms defined, 620
Woordeboek van die Afrikaanse Taal, 123
 "word-by-word" alphabetization, 17
 words, forgotten, 119
 frequency of use, 119
 guides to meanings, 118
 new, 111, 119
 origins of, 111-112
Words: The New Dictionary, 110
Words into Type, 44, 111, 441, 566, 568, 576, 577
Word Ways: A Study of Our Living Language, 112
A Working Bibliography of Latin American Literature, 494
Working Press of the Nation, 141, 203, 247, 355, 536
Works of Art in Austria, 333
Works of Art in Germany, 333
Works of Art in Greece, the Greek Islands and the Dodecanese, 333
Works of Art in Italy, 333
Works of Art in Malta, 333
World Aircraft Recognition Manual, 320-321
The World Almanac, 91, 141, 419, 586, 615
 agriculture in, 316
 biographical data in, 215
 educational data in, 378, 406, 429, 541
 geographic data in, 266
 history and government in, 409, 438, 440, 447, 565, 635
 holidays in, 457
 meteorology in, 514, 574
 prizes in, 567
 religion in, 587
 sports in, 613
 technology in, 334, 382, 471
 theater in, 623
 trade data in, 627
A World Bibliography of Bibliographies, 170
World Biography, 218
World Book Encyclopedia, 74-75
 animal life in, 348, 396, 419
 Annual Supplement, 89
 art in, 330, 546
 World Book Encyclopedia, bibliographies in, 157
 as biographical source, 213-214, 240, 252
 business data in, 357
 educational data in, 378, 429
 ethnology in, 400, 457
 geographic data in, 265
 history and government in, 439, 453
 illustrations in, 200, 258
 organizations in, 476, 541
 recreations in, 432, 612
 religion in, 587
 rulers, table of, 254
 science in, 597, 637
 technology in, 334, 382, 471, 498, 619
World Commerce and Governments, 440, 563, 628
World Diplomatic Directory, 239, 394
World Directory of Geographers, 241, 436
World Drama: From Aeschylus to Anouilh, 400
World Economic Report, 1950-51, 405-406, 628
World Facts and Figures, 272
World Geographic Atlas, 271
A World Geography of Forest Resources, 383, 429
World Handbook of Educational Organization and Statistics, 409
World History at a Glance, 449
World History of Art, 333
World History of the Dance, 390
 "World-in-Color Series," 274
World List of Scientific Periodicals Published in the Years 1900-1950, 143, 600
World Literature, 488-489
World Markets Directory, 628
World Nobility and Peerage, 248, 436
The World of Learning, 409
 biographical data in, 218, 239
 educational data in, 381, 486, 522
 geographic data in, 272
 organizations in, 545
 periodicals, lists of, 143
The World of Plant Life, 558
World Population and Production, 319, 406, 532, 639
World Port Index, 564
World Production of Raw Materials, 319, 517, 532
World Progress, 70
World Railways, 583
World Religions, 589
World Resources and Industries, 532
The World's Encyclopaedia of Recorded Music, 586
The World's Fighting Planes, 321
The World Since 1914, 450
World's Religions, 589
The World's Show Jumpers, 460
World Survey of Education, 409
World Topics Year Book, 89, 215, 258
A World Treasury of Proverbs, 570
 World War I, 646
 Army units in, histories of, 329-330
 World War II, 646-647
 abbreviations used in, 118
 aircraft of, 320
 Army units in, histories of, 329-330
 atlas of, 269
 chronologies of, 284
 illustrated history of, 88
 insignia, 635
 language of, 94, 114
 periodicals, 141
 popular music of, 114
 source material on, 160
 government publications, 189
 treaties, 632
 weekly summary of events, 91
 works of art in, 333
World Weights and Measures, 428, 644
World Wide Travel Regulations Made Easy, 632
World Words: Recommended Pronunciations, 117
World Yearbook of Chambers of Commerce, 197, 367
 wrestling, 647
 jujitsu, 475
Wrestling, 647
 writers. See AUTHORS
Writers' and Artists' Year Book, 141, 333, 520, 525, 576, 648
Writer's Guide and Index to English, 44-45, 441
Writer's Handbook, 141, 576, 648
Writer's Market, 141, 333, 576, 648
Writer's Yearbook, 622, 648
 writing, 647-648
 for broadcasting, 355
 of dissertations, 394
 journalism, 474
 for television, 622
Writings on American History, 456
Wrought Iron, 648
 Wyoming, camping in, 364
 geographic data on, 295-296
 Wyoming, 295-296
 x-rays in crystallography, 387

- yacht clubs, 351
yachting, 648-649
 navigation, 533
Yachting, 648-649
Yacht Racing Rules and Tactics, 649
Year 19—, **93-94**, 200, 258, 388
Yearbook, 545, **589**
Year Book and Guide of the Rhodesias and Nyasaland, 222, **307**
Yearbook and Guide to East Africa, 277
Yearbook and Guide to Southern Africa, 277
Yearbook of Food and Agricultural Statistics, 319
Yearbook of Agriculture, 319
 Animal Diseases, 637
 Climate and Man, 513
 Crops in Peace and War, 317
 Food and Life, 426
 Grass, 442
 Insects, 466
 Keeping Livestock Healthy, 637
 Marketing, 502
 Plant Diseases, 353, 558
 Science in Farming, 319
 Trees, 633
Yearbook of American Churches, 381, **589-590**, 597
Year Book of Dentistry, **392**, 510
Year Book of Dermatology and Syphilology, **393**, 510
Year Book of Drug Therapy, **403**, 510
Year Book of Endocrinology, 510
Year Book of Eye, Ear, Nose and Throat, 510
Year Book of General Surgery, 510, 617
Yearbook of International Organizations, 469
Yearbook of International Trade Statistics, 628
Year Book of Labour Statistics, 477
Year Book of Medicine, 510
Year Book of Neurology, Psychiatry and Neurosurgery, 510, **570**
Year Book of Obstetrics and Gynecology, 510, **539**
Year Book of Orthopedics and Traumatic Surgery, 510
Year Book of Pathology and Clinical Pathology, 510
Year Book of Pediatrics, 510, **550**
Year Book of Radiology, 510
Yearbook of Scientific and Learned Societies, 599
The Yearbook of the Music World, **525**, 597
Yearbook of the United Nations, 257, **636**
Year Book of Urology, 510
Year Book of World Affairs, **389**, 470
Yearbook of Youth Organizations, 545
Yearbook on Human Rights, 375
Yiddish language, polyglot dictionary of, 121
Yoga Dictionary, 649
You and Your Child's Health, 373, **511**
Young's Analytical Concordance of the Bible, 346-347
Your Assignment Overseas, 272, **515**, 632, 644
Your Cat: A Useful Handbook for All Cat Lovers, 365
Your Federal Income Tax, 619
Your Opportunity, **596**, 642
Your Western National Parks, 531
Youth: The Ages Ten to Sixteen, 372
youth organizations, 543-545
 Boy Scouts, 354
 Girl Scouts, 437
 in Great Britain, 406
Youth Organizations in Canada, 545
Youth Organizations of Great Britain, 545
Youth-serving Organizations, **545**, 590, 610
Yugoslavia, biographical data on, 227
 folk songs of, 426
 geographic data on, 309
 languages of, 124, 132
Yugoslavia, 309
Zoological Parks, Aquariums and Botanical Gardens, 352, **649**
zoology, 324-325, 347, 649
zoos, 649
 animals in, 325
Zulu language, dictionary of, 135

[illegible]

Z1035 .M97
How and where to look it up; a guide to

Princeton Theological Seminary-Speer Library



1 1012 00147 4420